

Regular Meeting

The regular meeting of the City Council of the City of Fitchburg was held in the Memorial Middle School Auditorium, 615 Rollstone St., Fitchburg, on February 6, 2018. The meeting was called to order by President Michael Kushmerek at 7:00 P.M. The Clerk called the roll and ten (10) Councillors were present. The meeting opened with a salute to the Flag led by Councillor DiNatale.

Note for the Record

Noted for the record:

FATV was recording the audio and video of the meeting. Elizabeth Dobbins, Sentinel and Enterprise stated that she was recording the meeting.

Public Forum

PUBLIC FORUM

City Auditor Calvin Brooks. Schools Supt. Andre Ravenelle and Asst. Supt. Robert Jokela requested suspension of the rules on Loan Order 17-2018 and that it be sent to a first reading tonight citing time constraints on starting the construction project. They answered various questions from Councilors regarding the specifics of the project.

Records

REPORT OF COMMITTEE ON RECORDS

The Committee on records reported the minutes of the Organizational Meeting of January 2, 2018, and the Regular Meetings of January 4, 2018 and January 9, 2018 were correctly recorded. Report accepted and minutes adopted.

Communication
His Honor the
Mayor
Appointment
Letters**COMMUNICATION-HIS HONOR THE MAYOR**

Appointment Letters

1. Mr. Andrew J. Van Hazinga, as a member of the Fitchburg Housing Authority, for a term to expire March 1, 2023. Mr. Van Hazinga will be filling the position of Mr. Paul Fontaine, whose appointment expires on March 19, 2018.



STEPHEN L. DINATALE
MAYOR
166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

FITCHBURG CITY CLERK

2018 JAN 31 AM 10:14

AARON TOURIGNY
CHIEF OF STAFF
ATOURIGNY@FITCHBURGMA.GOV
JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 31, 2018

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Dear Honorable Councilors,

I hereby appoint and ask for your confirmation of Mr. Andrew J. Van Hazinga of 138 Mount Vernon St., Fitchburg, MA, as a member of the Fitchburg Housing Authority.

Mr. Andrew Van Hazinga will be filling the position of Mr. Paul Fontaine whose appointment expires on March 19, 2018. Van Hazinga's appointment will take effect immediately releasing Mr. Paul Fontaine.

Mr. Andrew Van Hazing's appointment is for a term of 5 years and is set to expire on March 1, 2023.

Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in dark ink, appearing to read "Stephen L. DiNatale".
Stephen L. DiNatale
Mayor

City of Fitchburg, February 6, 2018

Communication
His Honor the
Mayor
Appointment
Letters

2. Ms. Andrienne G. Clark, as a member of the Fitchburg Trustees of Public Burial Grounds, for a term to expire February 1, 2020.

Ms. Clark will fill the balance of the term created by the vacancy of Mr. David DeMar, Sr.



The City of Fitchburg

Massachusetts
OFFICE OF THE MAYOR

FITCHBURG CITY CLERK

2018 JAN 31 AM 10:14

STEPHEN L. DINATALE
MAYOR

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JDAVID@FITCHBURGMA.GOV

January 31, 2018

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Dear Honorable Councilors,

I hereby appoint Ms. Andrienne G. Clark of 34 Beacon St., Fitchburg, MA as a member of the Fitchburg Trustees of Public Burial Grounds. Her term is set to expire on February 1, 2020.

Ms. Clark will fill the balance of the term created by the vacancy of Mr. David DeMar Sr.

Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in black ink, reading "Stephen L. DiNatale".

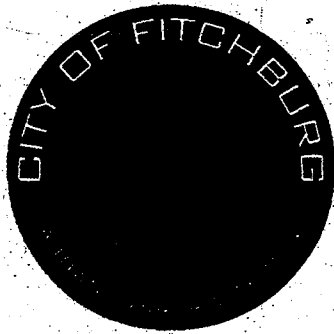
Stephen L. DiNatale
Mayor

Communication
His Honor the
Mayor

Re-Appointment
Letter

Re-Appointment Letter

1. Mr. Ian Murray, as a member of the Board of Health, for a term to expire January 1, 2021.



The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

FITCHBURG CITY CLERK
2018 JAN 31 AM 10:14

STEPHEN L. DINATALE
MAYOR
166 BOULDER DRIVE
FITCHBURG, MA 01420
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AARON TOURIGNY
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JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 31, 2018

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Dear Honorable Councilors,

I hereby reappoint and ask for your confirmation of Mr. Ian Murray of 19 Schley St., Apt. 1, Clinton, MA, 01510 as a member of the Board of Health for a term to expire January 1, 2021.

Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in black ink, reading "Stephen L. DiNatale".

Stephen L. DiNatale
Mayor

Appointments read and referred to the Appointments Committee.

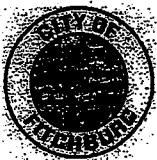
City of Fitchburg, February 6, 2018

Communication
Council President
Michael Kushmerek

COMMUNICATION

Michael P. Kushmerek, City Council President
Re: Assistant City Clerk Appointment

Re: Assistant
City Clerk
Appointment



**City of Fitchburg
Massachusetts**

FITCHBURG CITY CLERK

2018 FEB -1 AM 11:52

CITY COUNCIL

President

Michael P. Kushmerek

Vice President

Amy L. Green

Ward Councillors

Ward 1 - Amy L. Green
Ward 2 - Paul R. Beauchemin
Ward 3 - Joel R. Kaddy
Ward 4 - Michael P. Kushmerek
Ward 5 - Marisa R. Fleming
Ward 6 - Elizabeth R. Walsh

Councillors at Large

David Clark
Marcus L. DiNatale
Samantha M. Squallia
Anthony M. Zarrella
One vacancy

February 1, 2018

The Honorable City Council
City of Fitchburg

Dear Councillors:

I am very pleased to recommend for your confirmation the appointment of Ms. Amanda Alford as Assistant City Clerk in training effective February 20, 2018 followed by official appointment as Assistant City Clerk on March 19, 2018. Ms. Alford will take the place of Ms. Debra Vilandry who is retiring from the position on March 16, 2018.

The selection committee consisted of myself, City Clerk Anna Farrell and HR Director Susan Davis. From a field of eighty-two applicants, the committee selected seven individuals to interview. One of those withdrew and the remaining six were interviewed. The selection committee unanimously agreed that Ms. Alford is the best candidate for the position and to whole-heartedly recommend her appointment.

Very truly yours,

Michael P. Kushmerek
City Council President

Appointment read and referred to the Appointments Committee.

Communication

Mark P. Hawke,
Mayor
City of Gardner

COMMUNICATION

Mark P. Hawke, Mayor
City of Gardner

City of Gardner, *Executive Department*

Mark Hawke, Mayor

FITCHBURG CITY CLERK

2018 JAN 26 PM 12:19



January 23, 2018

Councilor Michael Kushmerek and Councilors
C/O Anna Farrell, City Clerk
166 Boulder Dr, Suite 108
Fitchburg, MA 01420

Re: Montachusett Regional Vocational Technical School Committee/District Agreement

Dear Members of the Monty Tech School District,

I hope this letter finds you well. Chairwoman Barbara Anderson of the Winchendon Board of Selectmen wrote to me and suggested we, members of the District, attend the Montachusett Regional Vocational Technical (Monty Tech) School Committee meeting on Wednesday, February 7th, to voice concerns we may have regarding the District Agreement. Chairwoman Anderson and I spoke in person regarding the topic and I offered to reach out to all member communities and encourage their attendance.

As you may know, the Monty Tech School Committee plans to take up a proposed amendment to the District Agreement that does not follow the usual amendment process of involving the member communities in the discussion.

I hope that you, or a representative of your community, will consider joining Chairwoman Anderson and myself at this meeting. My intent is simply to honor our commitment to providing our residents and constituents fair and equal access to public education. The amendment the School Committee will consider is a step, but does nothing to address the access equality issues.

I ask that you please contact my aide, Michael Nicholson, at mnicholson@gardner-ma.gov or 978-632-1900 ext. 8037, to let us know if you, or a representative, will be able to attend.

Thank you for your support and I look forward to speaking with you soon.

Sincerely,

Mark P. Hawke
Mayor, City of Gardner

Gardner City Hall, 95 Pleasant Street, Room 125, Gardner, Massachusetts 01440
Telephone: (978) 630-1490 · Facsimile (978) 630-3778 · Email: mayor@gardner-ma.gov

Communication read and placed on file in the City Clerk's Office.

Communication
Pension Reserves
Investment
Management Board

COMMUNICATION

Pension Reserves Investment Management Board

Pension Reserves Investment Management Board

84 State Street, Suite 250
Boston, Massachusetts 02109

Fitchburg Retirement System
General Allocation Account
December 01, 2017 to December 31, 2017

Deborah B. Goldberg, Treasurer and Receiver General, Chair
Michael G. Troitsky, CFA, Executive Director



Your beginning net asset value for the period was:
Your change in investment value for the period was:
Your exchanges from (to) the Cash Fund for the period were:
Your ending net asset value for the period was:

Month To Date	Fiscal Year To Date	Calendar Year To Date
118,489,840.39	105,663,577.51	103,038,754.92
2,085,190.43	8,807,369.50	17,432,192.09
(1,000,000.00)	5,104,083.81	(895,916.19)
119,575,030.82	119,575,030.82	119,575,030.82

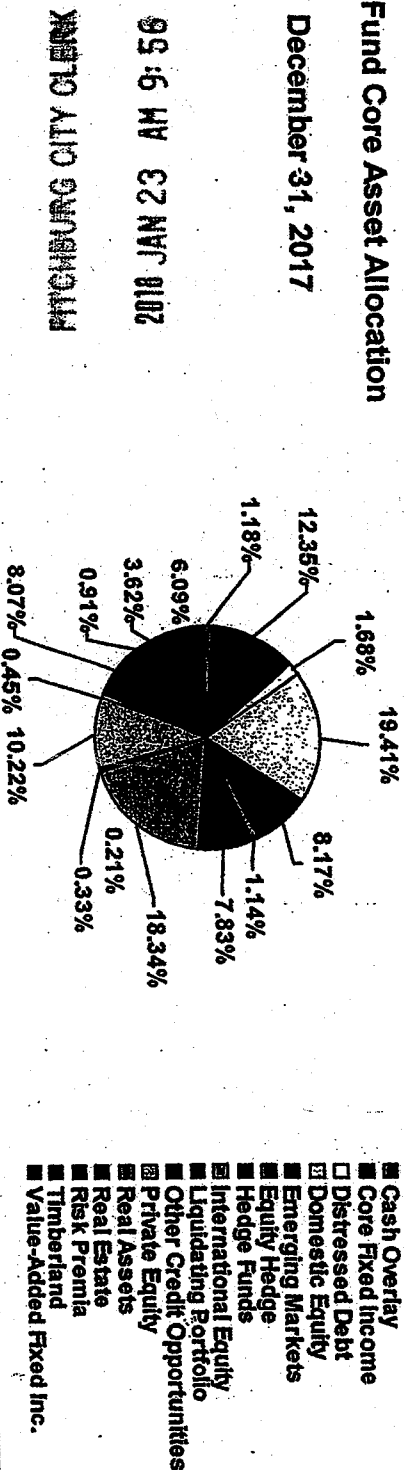
Net Change in Investment Value represents the net change through investment activities as follows:
Gross Investment Income:
Less Management Fees:
Net Investment Income:
Net Fund Unrealized Gains/Losses:
Net Fund Realized Gains/Losses:
Net Change in Investment Value as Above:

343,770.62	1,437,087.95	3,057,704.90
(113,727.17)	(293,223.47)	(380,925.96)
230,043.45	1,143,864.48	2,476,778.94
1,532,027.03	4,921,754.18	9,945,596.05
323,119.95	2,741,750.84	5,009,817.10
2,085,190.43	8,807,369.50	17,432,192.09

As of December 31, 2017 the net asset value of your investment in the PRIT Fund was: \$119,575,030.82

PRIT Fund Core Asset Allocation

As of December 31, 2017

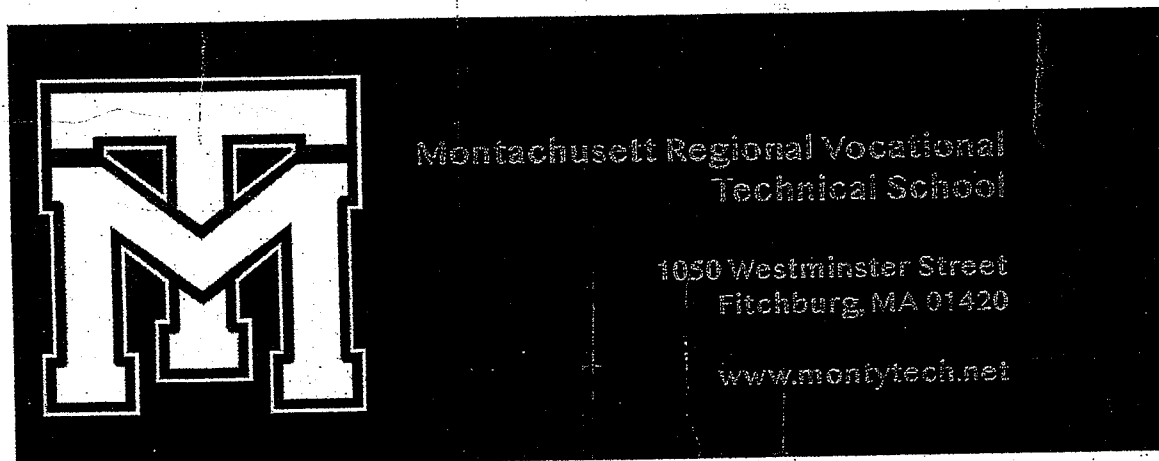


If you have any questions regarding your statement, please contact your Senior Client Services Officer Paul Todisco (617) 946-8423.
A detailed statement of your account is attached to this summary sheet.

Annual Report
Montachusett
Regional Vocational
Technical High
School

ANNUAL REPORT

016-18. ANNUAL REPORT: Montachusett Regional Vocational
Technical High School for the year 2017.



2018 JAN 31 PM 2:11

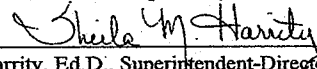
The 2016-2017 school year marked my third year as Superintendent-Director of Montachusett Regional Vocational Technical School District, and in my short tenure here, I am proud to say I have seen the school reach new levels of academic excellence, technical proficiency, and student engagement. Perhaps the most exciting aspect of my role here is bearing witness to the creativity and innovation at work everyday in our classrooms and shops. Our students and instructors work collaboratively to explore scientific concepts, designing experiments that are conducted aboard the International Space Station; they study automation and additive manufacturing through the use of robotic arms and 3-D printers; and even build new educational facilities that students will grow and learn in for years to come. Monty Tech is a school unlike any other and I am honored to serve the students, faculty and staff here.

In many respects, 2016-2017 was a banner year at Monty Tech. We launched a whole school 1:1 Chromebook initiative, providing all students with increased access to instructional technology, and improving communications between teachers and students beyond the traditional school day. We received more than \$645,000 in competitive grants, and have been able to provide students with remarkable field trips to connect their learning to STEM career pathways that spark imagination and creativity. We provided high quality professional development opportunities to support the school's new biomedical courses, bringing innovative new science coursework and curriculum to students with an interest in biomedical and biotechnology career pathways. Construction of the Monty Tech Veterinary Science Training Center and Community Clinic continued throughout 2016-2017, providing tremendous hands-on learning opportunities to students in our Carpentry, Plumbing, Electrical, Cabinetmaking, HVAC, Masonry, and Welding trades. School administrators launched an unprecedented fundraising campaign, and successfully raised more than \$2.5M in donations and in-kind matching services to support this project. And finally, thanks to an extremely generous Skills Capital Grant, we were able to renovate the Machine Technology shop, and purchase state-of-the-art machinery for students to train on, earning more industry recognized credentials than ever before.

We recognize that students attending Monty Tech have chosen a high school experience that, to many, may seem complex and even daunting. Our students are required to pass the same statewide standardized tests as students in a comprehensive high school. They take English, mathematics, science, social studies and foreign language courses, just as high school students in your community might. A Monty Tech student, though, must also balance all of that with a rigorous vocational-technical education, specializing in one of our twenty programs. For four years our students work and learn in vocational settings that replicate industry standards. They train on the latest equipment, and, through the school's popular Co-operative Education Program, our students may even spend time working and learning in area businesses during their Junior and Senior year. It is a great responsibility to provide each and every student with high-quality, vocational-technical instruction, and we are honored to serve approximately 1,400 students each year.

This work is only possible because of our talented educators and administrators, who remain focused on delivering the highest quality academic and vocational-technical education possible. Working closely with post-secondary colleagues, we aim to ensure our students graduate prepared to enter college pathways of their choosing. Similarly, relying on our expansive network of industry partners, we strive to improve upon each of our vocational programs to ensure that every graduate is not only prepared for entry-level careers in related pathways, but are also creative, independent thinkers, capable of solving complex, real-world situations that present themselves in today's workplaces. On their behalf, I am delighted to present the District's 2016-2017 annual report to you, providing a snapshot of the wonderful experiences happening on a day-to-day basis here at Monty Tech.

Respectfully submitted,



Sheila M. Harrity, Ed.D., Superintendent-Director

Our Mission

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge, and abilities to be a productive and effective member of an ever-changing society.

Our District

Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

Ashburnham	Harvard	Princeton
Ashby	Holden	Royalston
Athol	Hubbardston	Sterling
Barre	Lunenburg	Templeton
Fitchburg	Petersham	Westminster
Gardner	Phillipston	Winchendon

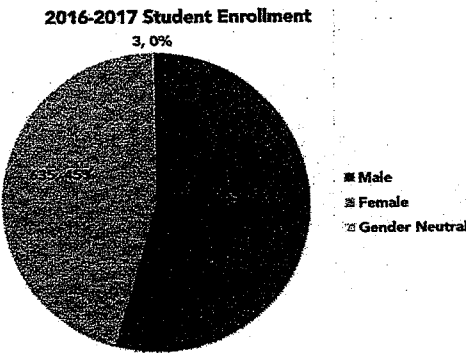
Leadership

The leadership team at Montachusett Regional Vocational Technical School is comprised of ten talented administrators whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent and Principal, the team has transformed the school into one of the most sought- after high schools in North Central Massachusetts.

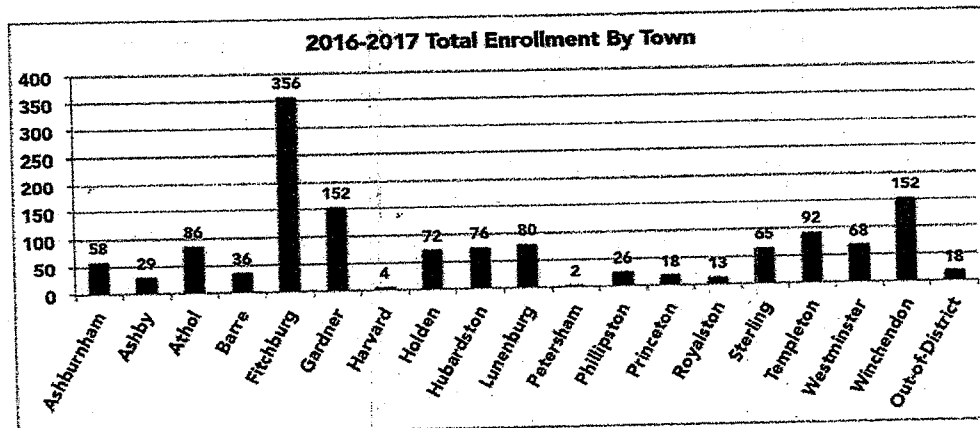
Sheila M. Harrity, Superintendent-Director
Tom Browne, Principal
Dayana Carlson, Assistant Principal
Tammy Crockett, Business Manager
Pamela Pothier, Director of Technology

Christina Favreau, Director of Academic Programs
Jim Hachey, Director of Vocational Programs
Michael Gormley, Director of Facilities
Katy Whitaker, Development Coordinator
Victoria Zarozinski, Director of Student Support Services

Enrollment



On June 1, 2017, student enrollment at Monty Tech included 1,403 students in grades nine through twelve, representing each of the district's eighteen sending communities. Each class of students is comprised of a relatively equal balance of male vs. female students, and each student attending Monty Tech has elected to do so, prepared to explore an interest in one of the school's twenty rigorous vocational-technical programs. While the school currently offers only five programs non-traditional for male students, and twelve programs non- traditional for female students, we are proud to have a student population that is well-balanced by gender and a variety of academic interests and achievements.



Throughout 2016-2017, Monty Tech offered a variety of opportunities for students, parents, and community members to learn about and visit the school. In October 2016, approximately 700 district eighth graders participated in the annual "Tour Day" event. Students toured our twenty vocational-technical areas and learned about the school's challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return in the evening with their family members to further explore the facilities and speak with staff members.

The Vocational Interest Program (V.I.P.) offers area seventh and eighth grade students the chance to visit Monty Tech after school and participate in hands-on learning experiences across a variety of vocational/technical areas. The program continued to attract a large number of students during the 2016-2017 school year, serving approximately 600 area students.

Class of 2017 Awards

Members of the Class of 2017 were awarded approximately \$88,950 in scholarships. The Monty Tech Foundation generously provided \$45,700 in scholarships to graduating seniors, ranging in amounts of \$200 to \$2,000. The Foundation also awarded \$4,000 to the Practical Nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of financial donations. The School Committee, administration, faculty, and graduates themselves, are grateful for this support.

Articulation Agreements with local colleges also play an important role in helping reduce the cost of higher education. Qualified Monty Tech students are eligible to receive college credits through a number of articulation agreements with public and private colleges across the country. Approximately 51% of the graduating class of 2017 reported plans to enroll at a 4-year college/university upon graduation. By earning college credits while still in high school, these students will save both time and money as they pursue advanced educational programs.

Financial Report

A great deal of effort was put forth by the School Committee, administration, and staff to develop a cost-effective budget for the fiscal year 2016-2017. The final fiscal year 2016-2017 Educational Plan totaled \$26,374,468, which represents a .6% increase over the 2015-2016 Educational Plan. The District's FY17 budget exceeds the minimum spending required by Massachusetts General Law Chapter 70 by only \$45,000 or .2%.

Annual Report
Montachusett
Regional Vocational
Technical High
School

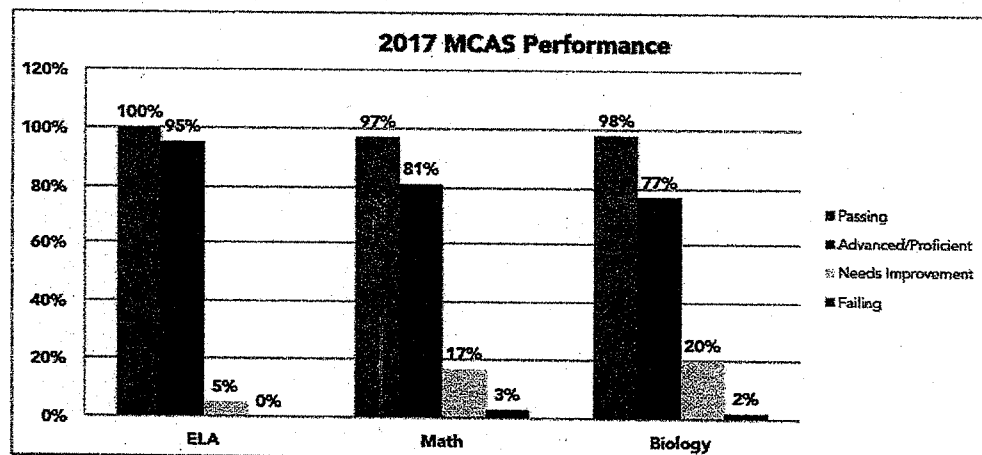
The District was audited in October 2017 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA, and received a very good report.

Grants and Contracts

Monty Tech continues to pursue grant funding on an annual basis. These funds help provide many educational and social services to the student population. For fiscal year 2017, state and federal grant sources provided the school with \$961,346. Programs funded by these grants include: Essential Health Services, Social Intervention and Mediation, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Perkins Occupational Education, and Marine Corp Junior Reserve Officer Training. The District also received more than \$645,000 in competitive grants, including a Skills Capital Grant for \$435,857 to purchase equipment for the Machine Technology Program, and a grant from the Massachusetts Life Sciences Center in the amount of \$99,697 to expand the school's science program to include biomedical coursework and learning laboratories. Using these allocation and competitive funds, the school was able to purchase a variety of instructional technology, equipment, and supplies to enhance the learning experience across both academic and vocational programs.

Academic Achievement

In 2016-2017, students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement, earning commendable MCAS scores in English Language Arts, Mathematics and Biology. For Spring 2017, Monty Tech's passing rate on the English Language Arts was 100%, Mathematics 97%, Biology 98%.



Monty Tech is committed to providing students with rigorous STEM learning opportunities, and as such, has expanded the Advanced Placement Program to include two mathematics, two science, and one computer science course. Teacher participation in meaningful, high-quality professional development in AP and Pre-AP pedagogy remains a priority, and enables us to continually expand and enhance our academic course offerings.

The school is in its 5th year of administering Advanced Placement exams, and students enrolled in AP courses continue to improve their performance. In 2016-2017, Monty Tech had more students achieve

qualifying scores than any other year – 53 students who took an AP exam qualified for college credit. More than half of the students who tested in the following subjects received qualifying scores: AP Computer Science Principles (62.5%), AP Literature & Composition (64%), and AP Environmental Science (51.3%). In addition, the AP Environmental Science program experienced the most growth in terms of qualifying score as their passing rate increased by 34.7% from 2016 to 2017.

As a first time administration, students took AP Computer Principles and 62.5% of students earned qualifying scores – an extraordinary performance for the first year.

	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017
Total AP Students	69	57	89	145	120
Number of AP Exams	69	62	116	187	148
AP Students with Qualifying Scores	36.2%	57.9%	52.8%	26.9%	44.2%
Qualifying Scores (State)	72.6%	72.2%	70.9%	70.5%	69.7%
Qualifying Scores (Global)	60.9%	61.3%	60.7%	60.3%	60.3%
Courses Offered	2	2	3	5	7

Data taken from the College Board's 2017 amended report, 8/4/17

Vocational Projects in the District Communities

In addition to applying their academic skills, students at Monty Tech are asked to put their vocational-technical skills into practice on a daily basis. Students across the twenty different vocational-technical education programs are building homes, reconstructing damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services.

The 2016-2017 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.

Auto Body Collision Repair Technology: The Monty Tech Auto Body shop benefitted from new instructional equipment this year, including a new Frame Machine. In addition, 2016-2017 marked the first year for graduating Seniors to receive the I-Car On-Line Pro Level One certification in refinishing and non- structural damage. This certification not only makes our program graduates more employable, it enables students to maintain the I-CAR gold class certification. Seniors also received an EPA 6H Certificate, while the Freshmen completed their Career Safe Online OSHA 10-hour General Industry Training. Throughout the year, students detailed, repaired, and repainted vehicles, fulfilling more than seventy requests that included: a trailer for the Fitchburg Police Department, and a van for the Worcester Fire Brigade. A Senior student won a gold Medal at the SkillsUSA state competition in the collision repair category, and qualified for the National event in June 2017. A total of eight students (four Seniors and four Juniors) participated in the school's popular Co-op Program, working in area auto body shops and businesses. (Total enrollment: 65; 40 males, 25 females)

Automotive Technology: As in past years, the Monty Tech Automotive Technology program continues to service a variety of vehicles for faculty, staff, municipalities, and district residents. 2016-2017 proved to be a very busy year for the program, as more than four hundred vehicles were serviced by students and

Annual Report
Montachusett
Regional Vocational
Technical High
School

instructors. In addition to maintaining the school's fleet of vehicles throughout the year, students were asked to repair a Ford Excursion for the Bulldog Pride giveaway. Mr. Hobbs worked with a group of students to refurbish a 1966 Pontiac 2+2 so that so it could be auctioned off. Students performed very well in the SkillsUSA district competitions, placing first, second, and third, with hopes to improve in the coming year. A total of eight Senior and four Junior students participated in the Co-op Program, applying their technical skills in a real work setting. Finally, instructors are proud to announce that three talented program graduates are working in automotive repair shops in the area, demonstrating the skills they acquired at Monty Tech. (Total enrollment: 64; 50 males, 14 females)

Business Technology: Students in Monty Tech's Business Technology program continue to benefit from a unique partnership with Workers' Credit Union. The opportunity to participate in teller training and financial literacy workshops has been met with great enthusiasm from our students, and the instructors continue to be grateful for this developing partnership. Monty Tech Business Technology instructors, in collaboration with their post-secondary colleagues, continue to refine and develop new articulation agreements. These agreements, with Mount Wachusett Community College and New England Institute of Technology, will provide qualified students with college credits at no cost to the student. Opportunities to demonstrate customer service, cash handling, and accounting skills are ever-present as the Business Technology students successfully operate an in-house retail location and greenhouse. The Gear House School Store acquired a credit card machine, which has made a significant impact on the students' retail and customer service experience. In addition, the camera in the Gear House was replaced, providing the instructors with improved vision on store activities while students are working. Eight Seniors and three Juniors were out on Co-op placements during the 2016-2017 school year. (Total enrollment: 70; 20 males, 50 females)

Cabinetmaking: All Monty Tech vocational instructors strive to provide Freshman exploratory programs that not only represent the work and skills students can expect to encounter throughout their high school experience, but also one that piques the interest of students new to the trade. Monty Tech Cabinetmaking instructors do an outstanding job with the Freshmen exploratory experience, and in 2016-2017, the program reached capacity with students who listed Cabinetmaking as their top choice. Throughout the year, Cabinetmaking students designed and manufactured approximately 400 gifts for the Superintendent's dinner, manufactured and assembled seventy-four cabinet assemblies for the new Veterinary Science Training Center, and completed more than thirty-five additional projects in and around the school, to include: Student Services conference room, Chromebook mobile charging stations, trophy Case for the Gardner Skating Rink, new signage for the Barre Cemetery, new lettering for the Ashby Fire Department, surfaced planed two large tree butts for the Mount Wachusett Community College, and play sets for Crocker Elementary School. Finally, Cabinetmaking had another great year of Co-op placement and continues to receive calls from area businesses in need of qualified employees. A total of fifteen students (seven Seniors and eight Juniors) were placed in Co-op experiences, and an additional two students earned full-time employment over the summer. (Total enrollment: 70; 50 males, 20 females)

Cosmetology: With a significant increase in the number of clients served this year, the Monty Tech Cosmetology program saw a significant revenue increase, which will be used to fund the program's much-needed consumable products. The new Salon Iris point-of-sale system was installed, which is a more user-friendly and cost effective program for students to train on. In an effort to support the school's commitment to community service, the Junior students traveled to Heywood Wakefield Assisted Living Center on several occasions, providing residents with manicures, styling hair for a Senior Citizen Prom, and offered discounted services on "Staff Night" to fundraise for the field trip to New York City. Cosmetology students also provided manicure and hair services for the school's Child Care Center, serviced parents from Athol that work with disadvantaged children, and assisted our Drama club with hair and makeup. The program's greatest accomplishment was realized when 100% of the Senior class passed the Massachusetts Cosmetology State Boards, earning licenses to practice. (Total enrollment: 91, 0 males, 91 females)

Culinary Arts: Monty Tech Culinary Arts students and instructors are always busy with the daily operation of the Mountain Room Restaurant, which is open for lunch from 11:30am to 1:00pm Monday through Friday. In addition to operating a full-service restaurant and bakery, serving 90-120 patrons daily, culinary students showcase their talents throughout the year, providing outstanding service at events that include the following: two Program Advisory Committee dinner meetings, four Monty Tech Foundation breakfasts, Monty Tech's Retirees holiday luncheon, a graduation reception, the Women in Technology event, Principal and Counselors' Day, the Monty Tech homecoming dance, MAVA meetings, all School Committee meetings and sub-committee meetings, Gardner AARP luncheon and MHCC volunteer luncheon. Community service opportunities for students are always a highlight, and this year our students prepared meals for the United Way's "Day of Caring" event, Our Fathers House, and NEADS events. Students also participated in the "Puppy Love" event in which 300 cupcakes and 350 cookies were made. The Culinary Arts program also donated pastry and baked goods to the House of Peace and Education in Gardner. The program's greatest undertaking is always the Annual Superintendent's Dinner scholarship fundraiser. This year, students worked side-by-side with some of the area's finest chefs, preparing a six-course dinner with extensive hors d'oeuvres for 380 guests, raising just over \$42,000 to support the student scholarship fund. (Total enrollment: 99; 34 males, 65 females)

Dental Assisting: During 2016-2017, the Dental Assisting program introduced eighteen students to industry experience through externships, and a total of eight students (six Seniors and two Juniors) earned Co-operative educational placement. All Sophomore, Junior, and Senior students attended the Yankee Dental Convention in Boston, and learned about the most current trends and practices in the field. Every student passed the National Board (DANB) Infection Control & Radiology exams, earning two of the required three DANB credentials needed to become licensed Dental Assistants. For the seventh consecutive year, Monty Tech welcomed Community Health Connections, a school-based dental hygiene program, whose goal is to provide dental services to students in need. Through this initiative, more than sixty students were examined by a dentist, had their teeth cleaned, and had sealants or temporary fillings applied as needed. Monty Tech Dental Assisting students were given hands-on, practical experience, as they assisted the staff from CHC during each dental procedure performed. Four students qualified for SkillsUSA district level competition, and each then advanced to Nationals. Students from the Junior class provided dental education to students at Ruggles Lane Elementary School in Barre and Meetinghouse Elementary School in Westminster. (Total enrollment: 60; 3 males, 57 females)

Drafting Technology: As in most programs at Monty Tech, students in the school's Drafting Technology program participate in a number of projects at the school and in our sending communities. This year, Drafting students completed the layout of the Riverside Cemetery in Winchendon, fire escape plans for the North Central Correctional Facility, a layout of the Monty Tech Rain Garden, signage for the Superintendent's Dinner, graduation, and drama club, to name a few. Seven students (four Seniors and 3 Juniors) participated in the school's Co-op Program, and three outstanding students earned a spot at the SkillsUSA state competition. Instructors are pleased to report that a majority of the graduating seniors intend to pursue careers in the field of drafting. Finally, the School Committee approved the name change to CAD/Drafting & Design, which will go into effect Fall 2017. (Total enrollment: 60; 40 males, 20 females)

Early Childhood Education: The Early Childhood Education program received three new Baby Care Parent Simulation dolls, and three new car seats for Parent simulation dolls. This added technology aides instructors as they enhance lessons in infant and toddler safety. Students were delighted to support community service efforts, raising funds to support Lucy's Love Bus, an agency that provided grants for children with cancer that are not covered by health insurance. Students showered the Department of Children & Families with gifts and much needed supplies for foster families with emergency foster placements, raised funds for various causes including SkillsUSA Change for Children, and held a holiday party for children from the Cleghorn Neighborhood Center. Students and staff also assisted at the Children's Festival at Briggs Elementary School, and at STEM night at Westminster Elementary. Fifteen of the sixteen graduating seniors are pursuing post-secondary education, related to the program. The

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Monty Tech Child Care Center continues to operate at capacity with a waiting list, providing meaningful hands-on learning opportunities for students in the Early Childhood Education program at Monty Tech. (Total enrollment: 62; 1 males, 61 females)

Electrical: Throughout 2016-2017, students and instructors in the Monty Tech Electrical program began planning and wiring the school's new Veterinary Science Training Center, including all underground raceway installations, as well as installing conduits within the walls for all the wiring throughout the building. Program graduates are entering the trade at a prime time, as the electrical contracting business continues to reach new heights. To that end, program instructors worked diligently to place as many students on Co-op as possible, preparing them for a seamless transition from school to work. The program continued to support the building maintenance department by repairing numerous small electrical issues throughout the building, which included the installation of new ceiling fans in the plumbing shop, as well as a new speaker and microphone system in school's Mountain Room Restaurant. In addition, students ran fiber optic wiring throughout the building to improve the connectivity and speed of both the wireless and hard-wired computers. While the Electrical program already boasts a well-defined Freshman Exploratory program, instructors agree that enhancing the program to include new electrical service equipment in homes and fire alarm projects would further strengthen the program, and continue to develop curriculum to support the addition of these concepts. (Total enrollment: 78; 68 males, 10 females)

Engineering Technology: The Monty Tech Engineering Technology program continues to further enhance the curriculum and instruction by improving upon the four Project Lead the Way course modules, and adding more Computer Integrated Manufacturing content into the already rigorous vocational-technical curriculum. All Freshmen completed the OSHA 10-hour General Industry training. Field Programmable Gate Array mini systems were purchased and integrated into the Digital Electronics curriculum, and several Engineering students performed well in SkillsUSA district competitions, resulting in four students qualifying for the state competitions, where they represented the Monty Tech program so well. (Total enrollment: 42; 31 males, 11 females)

Graphic Communications: Throughout the 2016-2017 school year, the Monty Tech Graphic Communication shop produced large quantities of print projects for district towns and community service organizations. In fact, over four hundred print projects were completed, saving local organizations approximately \$165,000. Twenty-two Freshmen chose Graphic Communications as their top program, and two additional students joined our program, resulting in a freshman class of twenty-four students. Two Seniors and three Juniors earned Co-op placements, and seven students advanced to the SkillsUSA state competitions, where they represented the program so well. The Graphic Communications Class of 2017 leaves the program prepared for both college and career, as four Seniors entered the workforce, two entered the Armed Services and all others enrolled in college. (Total enrollment: 90; 36 males, 52 females)

Health Occupations: The Health Occupations program at Monty Tech continues to educate a large number of students, providing a rigorous education grounded in current medical knowledge and practice. We continue the partnership with Mount Wachusett Community College that enabled Senior students to participate in an Emergency Medical Technician training program, earning eight college credits at no cost. Fourteen Seniors took the EMT Course this year. The Monty Tech Health Occupations program is dedicated to providing all students with opportunities to earn industry-recognized credentials. Students also earn the following credentials: OSHA Career Safe Online 10-hour Health Care Certification; Cardiopulmonary Resuscitation (CPR) and First Aid Certificate through the American Heart Association; and Certified Nursing Assistant License through the American Red Cross. This year, 90% of the Senior students passed the National Healthcare Association (CCMA) exam. Ten students earned Co-op placements. All Juniors became CPR Certified, and twenty-five Juniors became Certified Nursing Assistants. To support the students' desire to give back, a "Baby Shower" benefitting Battered Women's Resources, Inc. was held, and students participated in Pediatric Day with the Monty Tech Child Care Center. The students also made Veteran's Day cards and sent them to the Bedford VA hospital, bought

gifts and clothing for the Fitchburg Community Christmas Party, held a Red Cross Blood Drive, and participated in "Pennies for Patients" for Leukemia Lymphoma Society. Finally, the Monty Tech program was represented at the SkillsUSA national competition, with a talented student who took the top state prize. (Total enrollment: 106; 9 males, 97 females)

House Carpentry: While most of the work done by the students and instructors in the Monty Tech House Carpentry program last year was done at the school's new Veterinary Science Training Center, the program continued to support a number of community organizations, completing projects that included: a replica of the scoreboard portion of the Green Monster at Fenway Park for the ARC of Opportunity in Fitchburg, three Buddy benches for the Phillipston Memorial School in Phillipston, three picnic tables for the Monty Tech Athletic Department, and numerous adirondack chairs for charitable donations. Last year, a total of eighteen Freshmen entered the trade, and all Sophomores completed the OSHA 10-hour Construction training. This certification and training enables the students to work on all outside projects and participate in the school's Co-op Program. The Sophomore students also traveled to Emerson Green, in Devens, a planned neighborhood community in which the focus is on green space and design in the construction of homes. The students toured homes in various stages of construction, identifying energy efficient materials and their use (2.K.01, 2014 Carpentry Frameworks). (Total enrollment: 65; 56 males, 9 females)

HVAC & Property Maintenance: 2016-2017 brought welcome change to the Monty Tech HVAC and Property Maintenance Program. Brendan Curran, our newest faculty member, joined the instructional team, bringing tremendous industry expertise and a passion for teaching, from which the students benefit daily. Students and instructors completed two major projects this year, including the creation and installation of a walk-in style cooler/freezer unit for culinary bakery, and the installation of a heating and cooling system for the new Veterinary Science Training Center. This new system encompasses state-of-the-art mechanicals, including heat pump and hydronic energy recovery systems. Seven Seniors and one Junior participated in the very popular Co-operative education program. In April, channel 5 (WCVB) selected one of our Senior shop students as their A+ Student of the Week. A sophomore was accepted into the "Pathways Early College Innovation School" at Mount Wachusett Community College. She was one of only twenty-two students in Massachusetts to be selected for this program that will allow her to achieve both a two-year college degree, as well as her high school diploma in the next two years. The program's Junior related class is now offering the full licensure of the National EPA certification for Refrigerant Recovery, and sixteen students earned their Universal HVAC license. This credentialing process was streamlined by the school's new 1:1 Chromebook initiative. (Total enrollment: 66; 53 males, 13 females)

Information Technology: Last year, thirteen first choice freshmen were accepted into Information Technology and three students transferred into the department. Information Technology offers students opportunities to earn more industry-recognized certifications than any other program at Monty Tech. It is an accomplishment our instructors are so proud of, as these certifications affirm the technical skill proficiency needed for so many entry-level careers in networking and information technology. Last year, all sixteen Freshmen completed their Career Safe Online OSHA 10-hour General Industry training, while the Sophomore class passed the IC3 Certificate Exam for basic computer hardware, software, and internet knowledge and skills. All Sophomores also passed the Test-out PC Pro Certificate exam and the Cisco IT Essential course for computer repair and maintenance, and the Introduction to Networking course. Two exceptional Sophomores also earned COMPTIA A+ credentials. All Juniors completed the Linux Essentials course, and five passed the CIW Advanced HTML5 & CSS3 Certification exam. All Seniors completed the Linux Essentials course, as well as the AP Computer Science Principles course in Mobile Computing. Eight of the twelve Seniors then sat for the AP exam, and five earned college credit for the course. Finally, program instructors collaborated throughout the year with instructors at Mount Wachusett Community College, to review and align curriculum to meet college standards. As a result, qualified students graduating from the Monty Tech Information Technology program will now receive college credit for four courses, a total of twelve college credits, at no charge to the student. (Total enrollment: 64; 57 males, 7 female)

Machine Technology: 2016-2017 was an incredible year for the Monty Tech Machine Technology program, as they received the largest competitive grant awarded in the school's history. A very generous \$435,000 Skills Capital Grant was given to Monty Tech, so that the program could purchase updated equipment and instructional materials. The shop is expected to undergo a major renovation, which will allow instructors to replicate a Clean Room environment, training students on precise measurement techniques. In the course of applying for this grant, a unique partnership was developed between Monty Tech, the L.S. Starrett Company, and Snap-On Tools. As a result of this collaboration, Monty Tech is now the only high school in the nation to offer two levels of Starrett/NC3 certification and training. The Monty Tech Machine Technology program also received a \$15,000 Gene Haas Scholarship grant, which enabled district officials to award very generous \$1,000 scholarships to students enrolling in post-secondary engineering programs. Finally, the students and instructors supported a variety of school events and programs, and completed a number of outside projects, that included cutting key tags for the Fitchburg Police Department and a designing and manufacturing a trophy for Narragansett Regional High School, in Templeton. (Total enrollment: 55; 54 males, 1 female)

Masonry: Fifteen Freshmen selected the Masonry program for their high school experience, entering a trade that continues to make significant improvements and impact on the school and communities within the Monty Tech district. During the 2016-2017 school year, Masonry students and instructors completed a walkway at the Winchendon Veterans' Cemetery, replaced concrete steps outside the Dukakis Performing Arts Center, and worked at the Veterinary Science Training Center construction site, where they worked alongside industry experts who poured the floor of the 7,500 sq. ft. facility, poured a concrete pad for the buildings expansive HVAC system, and completed small repair projects to support the construction process. One Junior student qualified for the SkillsUSA national competition, representing the program extremely well in Louisville, KY. A total of six students participated in the Co-op Program, and five Seniors entered the Masonry trade upon graduation. (Total enrollment: 63; 51 males, 12 females)

Plumbing: Nineteen students entered the Plumbing program at Monty Tech during the 2016-2017 school year, and all of them successfully completed the OSHA 10-hour General Training Course. Sophomore students completed the OSHA 10-hour Construction Training, a requirement for participation in any outside building projects of the school's Co-op Program. While the Sophomore class received Viega pex and product review, the Seniors traveled to the Viega training facility in Nashua, NH, where they received Viega MegaPress training and certification. Throughout the year, Juniors and Seniors gained valuable experience on the Veterinary Science Training Center construction site, where they installed the underground drainage, drain waste vent system, learned to read blueprints, use a builder level to read grade and elevations, and install cast iron and copper pipe fittings. Two Seniors were recognized for their outstanding technical skills, receiving scholarships from the Plumbing, Heating and Cooling Contractors Association of Massachusetts and the Central Mass Plumbing & Gas Inspectors Association. A total of fourteen students (eight Seniors and six Juniors) participated in the school's Co-op Program, which was the highest placement rate in program history. Finally, the program benefitted from the installation of new live working stations that include condensing gas boilers and indirect water heaters with solar thermal hot water panels. Having the added technology will allow our students to train on products used in today's construction, preparing them to enter the field of Plumbing upon graduation. (Total enrollment: 73; 68 males, 5 females)

Welding/Metal Fabrication: The shop received a state-of-the-art Miller Inverter Welding Machine and implemented new curriculum for grades 11 & 12 that included light gauge aluminum welding. With an eye toward preparing graduates for entry-level career opportunities, instructors have also integrated lessons in soft skills into the curriculum. Helping students refine job applications, cover letters, resume writing, and interviewing skills will undoubtedly help them as they transition from school into the world of work. In 2016-2017, twelve students (six Seniors and six Juniors) participated in Co-op. In addition, three graduating seniors accepted jobs in the trade after graduation. All Freshmen completed their Career Safe Online OSHA 10-hour General Industry Training. The shop completed more than fifty projects for

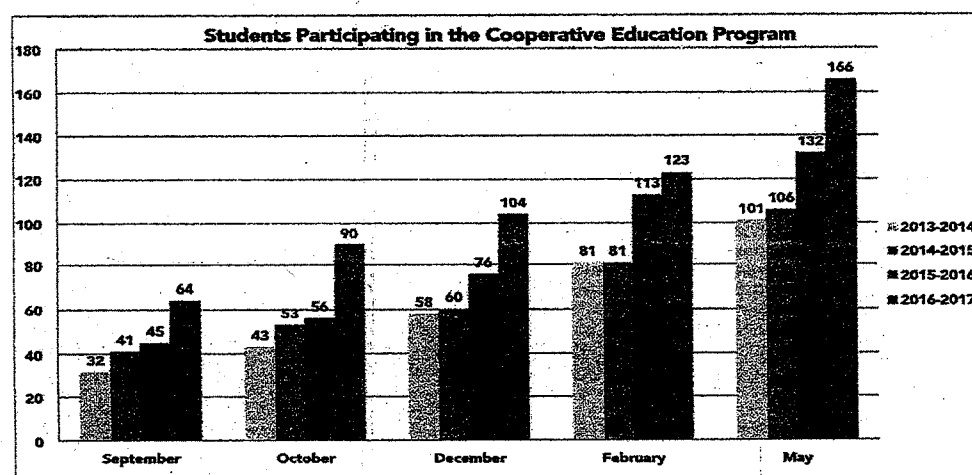
residents of the Monty Tech community and performed numerous projects around the building. (Total enrollment: 62; 46 males, 16 females)

Co-operative Education and Student Placement

The Cooperative Education Program is an extension of the student's technical education that combines classroom instruction with on-the-job-training. The Co-op Program provides students the opportunity to further develop academic, technical and employability skills in an industry work environment. All students are eligible to participate in Co-op Program, provided they satisfy state and school grade, attendance and performance requirements. All Co-op students have completed the OSHA recognized Career Safe online health and safety course.

The Cooperative Education Program is beneficial for both student and employer. For the student, it is a chance to gain on-the job training that improves both their technical and employability skills. Additionally, making industry connections enhances post-graduate employment opportunities. The Co-op Program allows students to earn while they learn.

Employer benefits include addressing workforce needs in an efficient manner. Coop students provide a pool of temporary and potential full-time employees who are already trained, thus reducing employer training costs. Co-op work hours may be tailored to suit the needs of partnering employers. During school year 2016-2017, a record number of students participated in the cooperative education program. Approximately 37% of the class of 2017 earned Co-op placements, working, learning and applying their technical skills related in area businesses.



Student Support Services

During the 2016-2017 school year, Montachusett Regional Vocational Technical School District provided special services to approximately three hundred students – measuring progress of over two hundred students on Individual Education Plans (IEPs) and just under one hundred students adhering to individualized Section 504 plans. While the Student Support Services (SSS) Department encompasses special education, the department provides support and is available to all Monty Tech students.

The department includes a full-time nursing staff that administers medications, performs state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student's IEP meeting. The department benefits from a full-time school social worker that participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. The school is also fortunate to have on staff a full-time psychologist, whose role it is to evaluate all students referred for an initial evaluation or who require a three- year re-evaluation. In addition, we have a full-time speech language pathologist, who is available to assist students with disabilities, assess these students and consult with teachers. Our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions, mental health emergency treatment, medical/mental health re- entry and transition support and services, as well as crisis intervention.

The school's Director of Student Support Services oversees the District's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. The comprehensive review and evaluation are done in collaboration with the Parent Advisory Council, and the results of the evaluation are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School.

Technology

The 2016-2017 school year began with a successful roll-out of the long-anticipated 1:1 Chromebook initiative. Chromebooks were distributed to 1,436 students. Google Cloud Print was added, making printers available to students and teachers throughout the building. Two Chromebook charging stations were installed in the library and cafeteria allowing students to charge their devices, and students who may have come to school without their devices have been allowed to borrow a Chromebook from the library, on a daily basis.

To support the 1:1 Chromebook initiative and other technology needs, Monty Tech has successfully completed a number of necessary infrastructure upgrades. With federal e-rate dollars totaling \$77,752, the school's external bandwidth speeds were increased to 1.5GB and internal bandwidth was increased by 10GB. In addition to hardware, the school added the following complementary software: Lightspeed web filtering and Aruba ClearPass. Lightspeed web filtering is expected to provide safe, fast access to the Internet and includes flexible policies, social media controls, bandwidth control, malware protection, anonymous proxy detection, mobile filtering, classroom management tools, and comprehensive reporting. Aruba ClearPass will provide strong network access security for monitoring wireless devices, as well as enhanced options for guest access services.

The school also launched a Digital Citizenship course, proving lessons and guidance relating to appropriate online behavior, including cyberbullying, potential risks related to social networking sites and chat rooms. Students at Monty Tech are expected to demonstrate the safe and responsible use of technology and an understanding of security, privacy, and ethics. The district maintains Internet Safety information on the district website in the Parents & Students section.

Marine Corps JROTC

The Monty Tech Marine Corps Junior Reserve Officer Training Corps (MCJROTC) had an extraordinary school year. All program objectives for the 2016-2017 school year were achieved. Noteworthy was the performance of JROTC's Cyber Security Team, which for the seventh consecutive year captured national recognition by placing third overall in the Air Force Association's National Cyber Security Competition held in Baltimore, MD.

The 2016-2017 Corps of Cadets completed over nine thousand hours of community service throughout the

district. The Corps conducted a major food drive with United Way, worked side-by-side with the Marine Corps Reserve in a national Toys for Tots campaign, and spent six weekends working with the local Salvation Army helping to raise over \$25,000 for needy families. The cadets conducted their annual 10-mile "March-A-Thon" to support NEADS (National Education of Assistance Dogs Services) from Princeton, MA, raising \$25,000 for their Service Dogs for Veterans program.

Sixty-five Monty Tech cadets attended a leadership camp at Prince William Forest, in Quantico VA. The camp provided cadets with individual and team development opportunities, as well as the opportunity to visit our nation's capital and many other historical sites.

During the summer of 2017, our Cadet Cyber Team was again asked to support a Cyber STEM camp for the National Marine Corps JROTC program. The Cyber Team coordinated the 8-day camp that focused on defending cyber networks from attacks. The camp also offered an introduction to robotics programming using the VEX Robotics System and computer programming using the CanaKit Raspberry Pi 3's. The camp was attended by 150 students, representing eighteen states.

Student Athletics

The Monty Tech athletic program continues to expand in scope and skill each year. In 2016-2017, approximately five hundred students participated in our freshman, junior varsity, and varsity athletic programs. Seventeen teams competed in Fall 2016, fourteen during the winter season, and another eleven teams represented the school in Spring 2017.

The Varsity Football team started off the 2016 season slowly, but caught fire as the season wore on, winning their last three games, including a thrilling 20-12 victory on Thanksgiving eve at Nashoba Valley Facebook Technical High School. They ended the season with a record of 5-6. The Varsity Boys Soccer team finished at 8-8-2, led by leading scorer Charlie Kelley, who has 30 points on the season, and the JV Boys Soccer team finished their season with a record of 14-3-2. The Varsity Girls Soccer team just missed qualifying for a post-season berth, finishing with a 7-9-2 record, while the JV Girls Soccer team was 9-2-5. The Varsity Field Hockey team was 12-2-5, qualifying for the district tournament where they lost to Bromfield, 1-0, in an exciting game. The Boys Cross Country team finished with a record of 5-6 and the Girls completed their season at an even 4-4. The school's volleyball program is growing in popularity, and all teams represented Monty Tech well. The Varsity Girls Volleyball team finished at 13-7, the JV Girls Volleyball ended with a record of 7-10, and the Freshmen Girls team completed their season with a record of 9-11. Coach Farr reported that the school's Varsity Golf team can be expected to achieve more success in the coming years, as the 2016-2017 team was young but talented, finishing the Fall 2016 season with a record of 6-9.

The Boys Varsity Basketball team qualified for the Districts with a 10-10 record, but a loss to Assabet in the first round ended their season. The JV Boys basketball team was finished their building year with a record of 3-13 and the Freshmen ended on a 2-12 note. With a record of 10-10, the Varsity Girls Basketball team advanced to the District tournament and performed quite well, out scoring Notre Dame in the first round before losing to Douglas in a closely played second-round game. The JV Girls Basketball team finished an impressive season with a 10-4 record, while the Freshmen ended with 5-9. The Co-op Boys Ice Hockey team finished at 8-10-2, just missing out on a post season berth. The Indoor Track and Field team competed at the Northbridge Field House and the boys were 4-3 and the girls 0-7. The Co-op wrestling team continues to improve, finishing 2nd place in the Colonial Athletic League with a record of 9-9. Monty Tech students also had a chance to participate on Co-op Swimming and Girls Ice Hockey Teams, as we were unable to field these teams independently. The Girls Ice Hockey team had an impressive start to the program, by qualifying for the District tournament.

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The Varsity Baseball team had a very successful season, despite not playing any games at Monty Tech. They finished the season with a 14 – 7 record, winning the Colonial Athletic League small school Championship for the 2nd straight year. The JV Baseball team finished 10 – 4, while the Freshmen team continued to provide build skills and talent for the program's future. The Varsity Softball team had a great regular season as they finished at 17 – 3. The team lost to Blackstone Valley Tech 15 – 14 in the Semi-Finals of the State Vocational Tournament and lost to Quaboag with a score of 4 – 0 in the first round of the District tournament. The JV Softball team, comprised primarily of freshmen also had an excellent season, finishing with a record of 12 – 3. The Boys and Girls Track and Field teams, with almost fifty students participating, both finished their seasons with 6 – 4 records. The Varsity Boys Lacrosse team had their best season ever as they finished with a record of 14 – 6 in the regular season, losing to Blackstone Valley Tech 14 – 12 in the semi-final round of the State Vocational Tournament. The team then outscored Blackstone Valley 12 – 8 in the first round of the MIAA tournament, only to lose to Grafton in the next round. The JV Boys Lacrosse team finished their building year with a record of 6 – 10. The Girls Lacrosse team became was the host team in a Co -Op with Sizer School and continued to improve as they finished 3 – 16, but 3rd place in the Colonial Athletic League. The Varsity Boys Volleyball team was 13 – 7, qualifying for the MIAA tournament, but losing to Worcester Technical High School in the first round.

Congratulations to the Outstanding Male and Female athletes for 2016-2017, Travis Hull and Madison Russo. Dave Reid, Monty Tech's long-time Athletic Director, completed his 44th year as Varsity Softball coach, and was selected as the Section 1 Varsity Softball Coach of the Year. His overall record of 626 – 315 – 1 speaks to his tremendous contributions to the sport and sets him apart from other coaches in Section 1, which includes all of Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, Connecticut, New Jersey and New York.

Monty Tech School of Continuing Education

The Monty Tech School of Continuing Education continues to update and add courses that emphasize a commitment to excellence by offering affordable, quality, and enjoyable educational experiences. For the Fall of 2016, Monty Tech offered 65 classes with 580 registrations, and during the Spring 2017 semester, there were 79 postgraduate and continuing studies courses, with 857 registrations.

The program is on track to expand the number of workforce readiness classes that provide our students with industry-recognized credentials, increasing our small business partnerships, and the number and quality of personal enrichment classes - sewing, knitting, acrylic painting and sculpting, to name a few. Catalog distribution has almost doubled, from 80,000 to 155,000 copies, and the relatively new online registration feature continues to add value to our students and instructors.

Spring 2018 will see the program's first Cosmetology courses come to fruition. This will provide our community members with a high-quality, affordable entry into a viable career pathway. Upon completion of the 14-month program, students will have the opportunity to sit for the cosmetology licensing exam, and begin their work in the exciting cosmetology industry.

The continued success and sustainability of an adult education program is based on hiring quality instructors and meeting the needs of the community. Our goal in the coming year includes increasing our adult education course offerings, with a concentration on career programs. Stay tuned for Pharmacy Technician, Welding Certification Prep, Auto Damage Appraiser and Apprenticeship opportunities at the Monty Tech School of Continuing Education.

Practical Nursing Program

The Practical Nursing Program is designed to prepare graduates to practice safely, ethically and in a caring manner for patients who are experiencing common variations in health status in diverse health care settings. This mission, which is consistent with the philosophy and goals of the Montachusett Regional Vocational Technical School District, accomplishes the following:

- Identifies a strong relationship between academic and vocational preparation.
- Stresses the importance of developing critical thinking skills to function safely, effectively, and productively in an ever-changing technical and diverse society
- Supports the maintenance of a positive and caring learning and practice environment

The above mission and philosophy were met by the Practical Nursing program by several different methods.

On June 29, 2017, a graduating class of 38 students completed the Practical Nursing Program and entered the nursing profession. The class achieved an initial NCLEX pass rate of 76%, with 28 of the 38 graduates achieving 100% pass rate for the NCLEX-PN exam. Seven graduates are waiting to retake their NCLEX-PN exam, and two graduates have already taken the exam again, and passed. 78% of the 2017 graduates are currently employed in the health care profession throughout Massachusetts, and many are working within the eighteen cities and towns of the Monty Tech school district as LPNs in various health care settings, ranging from long term care, sub-acute care to mental health facilities.

The Monty Tech Practical Nursing Program continues to develop the "LPN to BSN Bridge" relationship with Fitchburg State University. Several 2017 graduates are pursuing seats in the LPN to BSN program at FSU and will be continuing their education to the Bachelors in Nursing. Many class applicants cited their attraction to Monty Tech as the opportunity to complete a ten-month accelerated program and then bridge to Fitchburg State University.

Monty Tech Practical Nursing students are now completing patient scenarios in the Sim Lab on a weekly basis in Terms 2 and 3. The Faculty Sim team has implemented National League of Nursing (NLN) patient scenarios consistent with our curriculum frameworks, and have also utilized the Sim lab setting to instruct students in developing nursing skills that they may not be experiencing in the clinical setting. Instructors have successfully developed a pediatric patient scenario that is consistent with present student learning outcomes and the clinical pediatric setting. Similarly, instructors have implemented a scenario that deals with a mental health addiction client, so that our students are better prepared for the clinical experience at partnering institution AdCare Hospital in Worcester, MA.

The class of 2017 performed a community service project adopting a Monty Tech family in need referred by Student Support Services. The nursing students purchased holiday gifts and food, consistent with the family's needs and requests.

The Practical Nursing Program Faculty spent the summer of 2017 reviewing the revised 2017 NCLEX-PN Detailed Test Plan, and the program's student outcomes, to assure alignment and compliance with our curriculum frameworks and content. The annual review process is an important component of the program, ensuring the Monty Tech Practical Nursing Program presents students with rigorous content, aligned with industry standards, so that our graduates are prepared to succeed not only on the licensing exam, but also in their chosen nursing career pathway.

With an eye toward the program's future, fifty-one applicants were accepted to the Class of 2018, and forty students enrolled and will continue in the tradition of high-quality practical nursing preparation.

Looking Ahead

While the Montachusett Regional Vocational Technical School District educational community is certainly proud of the achievements of our talented students, faculty, and staff, we continue to have an eye toward the future, always committed to improving our vocational and academic programming, strengthening key partnerships, and maintaining facilities that contribute to student success and achievement. As we look ahead, there are a number of programs and initiatives that we expect will have a positive impact on our school and students for years to come.

Expand science offerings to include new biomedical courses: In 2016-2017 the school received a \$99,000 grant from the Massachusetts Life Science Center, which allowed us to purchase new instructional materials and equipment, provide the required, high quality professional development needed to teach new coursework, and renovate an existing science laboratory to replicate biomedical industry standards. Dylan Hager, a longtime science instructor at Monty Tech traveled to University of San Diego July of 2017, and will return July of 2018, to complete training in two Project Lead the Way courses, Principles of Biomedical Science and Human Body Systems. These courses, which will be available to students Fall 2018, are expected to engage students in a variety of hands-on learning opportunities in a newly renovated laboratory environment that replicates industry standards. Students will be trained in the safe and effective use of the same tools that professionals in hospitals and laboratories are currently using and will work together to find solutions to real-world problems by analyzing medical histories, reading and interpreting autopsy reports, and understanding basic biology and human physiology.

Expand vocational-technical programs to include new, Chapter 74-approved, Veterinary Science program: While construction and fundraising efforts for the school's new program have been underway for almost two years, to effectively bring a new program to a Massachusetts vocational-technical school, a comprehensive application and supporting documents must be accepted by the Department of Elementary and Secondary Education. During the 2017-2018 school year, school officials will complete the application, finalize all requirements outlined in the application, and anticipate being granted approval for the new secondary-level program titled Animal Science. This approval is given pursuant to Massachusetts General Law Chapter 74 and the Vocational Technical Education Regulations 603 CMR 4.00, and will enable all interested Freshman to explore the new program. A Freshman class (class size of twenty-two students) will be accepted into the program January 2018.

Expand post-secondary and continuing education opportunities: As you know, Montachusett Regional Vocational Technical School is home to a very popular evening program that includes a postsecondary Practical Nursing program, Plumbing and Electrical apprenticeship programs, and continuing education courses that range from healthcare to advanced manufacturing to cake decorating. While we are proud of our current evening programs, our goal for the 2017-2018 school year is to expand programs to include an entirely electronic registration and payment process, an updated web presence, increased enrollment, and a minimum of three new workforce development programs that result in an industry recognized credential or certification. Catalogs highlighting each new course will be mailed to more than 180,000 households bi-annually, in August and January.

Redesign the school's website and expand marketing efforts: A Monty Tech high school experience is an educational pathway students must choose, and to ensure that every interested student in our sending district has access to information needed to make sound decisions regarding his/her high school experience, it is imperative that the school's marketing efforts are expanded to include a newly designed website, with descriptions of each vocational shop, academic programs, and admissions criteria. In addition, expanding our marketing efforts to include a social media presence that is current, and engaging is a top priority. During the 2017-2018 school year, school officials anticipate launching a new school website, adding updated content to our Facebook page on a regular basis, and launching a school/district Twitter account.

The Monty Tech School Committee

The Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures. Our students continue to benefit from the broad scope of their experiences and varying perspectives, and we are thankful to the following members of the 2016-2017 School Committee for their outstanding service.

Barbara Reynolds, Lunenburg
Chair

Brian J. Walker, Fitchburg
Vice Chair

Diane Swenson, Ashburnham
Peter Capone, Ashby
Toni L. Phillips, Athol
Whitney Marshall, Barre
Claudia Holbert, Fitchburg
Dr. Ronald Tourigny, Fitchburg
Melanie Weeks, Fitchburg

Eric D. Commodore, Gardner
James S. Boone, Gardner
Vacant Seat, Harvard

James Cournoyer, Holden
Kathleen Airoidi, Hubbardston
Edward Simms, Petersham
Eric Olson, Phillipston
John P. Mollica, Princeton
Mary C. Barclay, Royalston

Dr. Kenneth I.H. Williams, Sterling
James M. Gilbert, Templeton
Ross Barber, Westminster

Burton E. Gould, Jr./ Austin Cyganiewicz, Winchendon

Terri Hillman, Gardner
Secretary

Norman J. LeBlanc
District Treasurer

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MONTACHUSETT REGIONAL VOCATIONAL SCHOOL DISTRICT									
BALANCE SHEET									
JUNE 30, 2017									
		SPECIAL REVENUE		TRUST AND AGENCY FUNDS				TOTAL	
GENERAL		SCHOOL CHOICE	NONMAJOR FUNDS	STABILIZATION FUND (Health Trust)	INTERNAL SERVICE FUND	FIDUCIARY STUDENT ACTIVITIES	FIDUCIARY PRIVATE TRUST (Scholarships)	FUNDS	LONG-TERM DEBT
									CAPITAL LEASE
Cash and short-term	3,907,065	782,580	354,503	105,228	3,787,398	156,745	57,955	9,151,473	
Intergovernmental Receivables			880,988					880,988	
Department and Other Receivables			10,711					10,711	
TOTAL ASSETS	3,907,065	782,580	1,226,202	105,228	3,787,398	156,745	57,955	10,023,172	
LIABILITIES									
Liabilities									
Accounts Payable	380,397		122,516			4,074		487,027	3,316,000
Warrants Payable	1,177,379		50,703					1,228,082	7,381,182
Accrued Payroll and Withholdings									
TOTAL LIABILITIES	1,557,716		173,319			4,074		1,715,109	
Deferred Inflows of Resources					56,155			56,155	
FUND BALANCE									
RESTRICTED									
ASSIGNED	975,619	782,580	1,039,227	105,228	3,787,398	152,671	57,955	5,925,056	
UNASSIGNED	1,383,730		(42,489)					1,351,231	
TOTAL FUND BALANCES	2,359,349	782,580	996,728	105,228	3,787,398	152,671	57,955	8,251,908	
TOTAL LIABILITIES AND FUND BALANCE	3,907,065	782,580	1,226,202	105,228	3,787,398	156,745	57,955	10,023,172	3,316,000
									7,381,182

FISCAL YEAR 2018
BUDGET SUMMARY

	APPROVED FY2017	FINAL APPROVED FY2018	DIFF
Net School Spending	22,997,641	23,339,672	342,031
Transportation & Above NSS	1,837,158	2,029,745	192,587
Capital Budget ~ Equipment	290,000	290,000	0
Vehicles	45,000	35,000	(10,000)
BONDS (Principal & Interest)	1,204,669	1,201,263	(3,406)
Total Budget	\$26,374,468	\$26,895,680	\$521,212
Less Revenues: Estimated Ch. 70	13,920,325	14,144,811	224,486
(1) FY 18 REQUIRED MINIMUM CONTRIBUTION	\$9,077,316	\$9,194,861	\$117,545
Transportation & Other Operating Budget	\$1,837,158	\$2,029,745	\$192,587
Less: Estimated Transportation Aid	1,090,000	1,232,580	142,580
Excess & Deficiency	0	118,500	118,500
(2) NET TRANSPORTATION & OTHER OPERATING	\$747,158	\$678,665	(\$68,493)
Capital Budget ~ (Equipment & Vehicles)	\$335,000	\$325,000	(\$10,000)
Less: Excess & Deficiency	295,000	137,500	(157,500)
(3) NET CAPITAL ASSESSMENT	\$40,000	\$187,500	\$147,500
BONDS	\$1,204,669	\$1,201,263	(\$3,406)
Less: School Building Authority Aid	948,213	948,213	0
(4) NET BONDS	\$256,456	\$253,050	(\$3,406)
TOTAL ASSESSMENT (All Budgets)	\$10,120,930	\$10,314,076	\$193,146

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General Fund- Income and Expense Summary

General Fund- Income and Expense Summary								
General Fund Income		Received 13-14	Received 14-15	Received 15-16	Received 16-17	Proposed 17-18	Change (Decrease)	% Change
State Aid								
Chapter 70	13,764,000	13,800,675	13,837,825	13,920,325	14,144,811	224,486		1.61%
Transportation Reimbursement	815,343	1,065,340	1,197,975	1,331,125	1,232,580	(98,545)		-7.40%
School Building Authority Aid	948,213	948,213	948,213	948,213	948,213	0		0.00%
Local Receipts								
Community Assessments	8,682,724	9,441,464	10,039,328	10,120,930	10,314,076	193,146		1.91%
Interest Income	11,541	10,696	18,220	39,725	0	(39,725)		0.00%
Miscellaneous Receipts	629,815	121,214	59,196	145,590	0	(145,590)		0.00%
Appropriation from E&D	350,000	480,000	500,000	295,000	256,000	(39,000)		-13.22%
Fund Transfers	250,000	0	0	0	0	0		0.00%
Total General Fund Income		\$25,451,695	\$25,867,602	\$26,600,759	\$26,800,908	\$26,895,680	\$94,772	0.35%

General O & M Expenses	Expended 13-14	Expended 14-15	Expended 15-16	Expended 16-17	Proposed 17-18	Change (Decrease)	% Change
District Leadership	964,228	978,813	899,065	900,557	943,661	43,104	4.79%
Instruction	12,673,632	13,000,254	13,650,061	13,588,046	13,763,204	175,158	1.29%
Student Services	2,424,489	2,669,694	2,724,344	2,810,455	2,896,228	85,773	3.05%
Operations & Maintenance	2,897,024	3,144,022	3,142,047	3,183,704	3,106,815	(76,889)	-2.42%
Fixed Charges	4,055,703	4,041,062	3,948,530	3,976,770	4,341,409	364,639	9.17%
Fixed Assets	315,000	223,688	293,050	357,679	325,000	(32,679)	-9.14%
Tuition	242,000	280,442	363,088	343,079	318,100	(24,979)	-7.28%
Total Expenses	\$23,572,076	\$24,337,975	\$25,028,185	\$25,160,290	\$25,694,417	\$534,127	2.12%

Debt Service		Expended 13-14	Expended 14-15	Expended 15-16	Expended 16-17	Proposed 17-18	Change (Decrease)	% Change
Principal		923,000	957,000	994,000	1,030,000	1,068,000	38,000	3.69%
Interest		290,204	253,099	214,628	174,669	133,263	(41,406)	-23.71%
Total Expense		\$1,213,204	\$1,210,099	\$1,208,628	\$1,204,669	\$1,201,263	(\$3,406)	-0.28%
Total General Fund Expenses		\$24,785,280	\$25,548,074	\$26,236,813	\$26,364,958	\$26,895,680	\$530,722	2.01%

		13-14	14-15	15-16	16-17	17-18	Change (Decrease)	Change (Decrease)
Foundation Enrollment		1,453	1,467	1,486	1,500	1,496	(4)	-0.27%

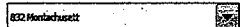
SUMMARY BY FUNCTION CODE

2014 -2018

Function Code	Function Description	FY14 Actual Expenditures	FY15 Actual Expenditures	FY16 Actual Expenditures	FY17 Actual Expenditures	FY18 Proposed Budget	Increase/ Decrease FY 17 to FY 18	Percentage Incr/Decr FY17 to FY18
1100	School Committee	50,807	64,257	49,609	46,347	48,708	2,361	-5.09%
1200	Superintendent's Office	241,484	306,758	227,052	225,577	313,205	87,628	38.85%
1400	Finance and Legal	562,475	535,256	507,984	510,697	480,966	(29,731)	-5.82%
1450	District Technology	138,455	72,543	114,420	117,936	100,782	(17,154)	-14.55%
	FUNCTION 1900 DISTRICT LEADERSHIP	943,175	973,813	899,065	895,557	943,661	48,104	4.79%
2100	Curriculum Supervision	941,755	938,958	848,571	901,120	960,606	59,486	6.60%
2200	Principal's Office	408,374	414,926	547,659	530,293	426,018	(104,275)	-19.66%
2250	Building Technology	352,187	392,725	391,540	270,624	268,201	(2,423)	-0.90%
2300	Teaching Services	8,246,689	8,716,852	9,017,173	9,305,704	9,383,997	78,293	0.84%
2320	Medical/Therapeutic Services	-	-	-	-	5,500	5,500	100.00%
2350	Professional Development	244,852	203,931	145,778	187,387	195,106	7,719	4.12%
2400	Textbooks and Instructional Materials	1,245,672	873,032	961,303	961,161	927,679	(33,482)	-3.48%
2450	Instructional Technology	144,214	133,514	329,423	100,818	272,840	172,022	170.63%
2700	Student Services	1,118,686	1,238,782	1,274,635	1,225,015	1,203,551	(21,364)	-1.74%
2800	Psychological Services	99,001	86,824	104,180	105,924	119,606	13,682	12.92%
	FUNCTION 2000 INSTRUCTION	12,801,330	13,006,254	13,650,961	13,588,048	13,763,204	175,156	1.29%
3200	Health Services	173,885	185,231	203,933	211,489	214,966	3,477	1.64%
3300	Student Transportation	1,530,231	1,800,038	1,865,983	1,895,421	1,988,366	92,945	4.90%
3510	Athletic Services	346,971	368,368	356,976	401,680	368,202	(33,478)	-8.33%
3520	Student Activities	179,451	199,291	180,213	178,030	196,572	18,542	10.42%
3600	Security	118,265	116,747	117,240	123,635	128,123	4,488	3.66%
	FUNCTION 3000 STUDENT SERVICES	2,348,813	2,849,694	2,724,344	2,819,455	2,896,228	76,773	2.72%
4110	Custodial Services	651,101	954,141	702,301	677,150	716,266	39,116	5.78%
4120	Heating of Building	928,762	153,171	160,111	163,800	170,000	6,200	3.79%
4130	Utilities	490,949	1,357,492	1,305,005	1,324,443	1,328,650	4,207	0.32%
4210	Maintenance of Grounds	49,455	46,893	68,659	73,909	47,000	(26,909)	-36.41%
4220	Maintenance of Buildings	455,929	479,355	368,264	310,105	315,112	5,007	1.61%
4230	Maintenance of Equipment	242,332	267,880	301,639	346,845	281,500	(65,345)	-18.84%
4300	Extraordinary Maintenance	-	18,975	194,470	-	110,000	110,000	100.00%
4400	Networking & Telecomm	49,664	18,629	8,634	115,893	28,000	(87,893)	-75.84%
4450	Technology Maintenance	104,599	137,697	102,954	171,558	110,267	(61,291)	-35.73%
	FUNCTION 4000 OPERATIONS & MAINT	2,972,793	3,144,022	3,142,047	3,183,703	3,106,815	(76,888)	-2.42%
5100	Employee Retirement	226,728	243,961	259,179	251,603	271,503	19,900	7.91%
5200	Employee Benefits	2,741,888	2,835,254	2,569,570	2,582,866	2,849,090	266,224	10.31%
5250	Retired Employee Benefits	859,100	821,348	969,651	1,004,045	1,068,842	64,797	6.45%
5260	Other Non-Employee Insurance	98,584	121,872	122,882	117,555	126,000	8,445	7.17%
5500	Fixed Charges	14,394	18,627	27,248	20,691	25,974	5,283	25.53%
	FUNCTION 5000 FIXED CHARGES	1,846,674	4,041,862	3,848,538	3,876,779	4,341,408	464,629	11.99%
7000	Acquisition of Fixed Assets	300,000	223,688	293,050	357,679	325,000	(32,679)	-9.14%
	FUNCTION 7000 FIXED ASSETS	300,000	198,448	293,059	357,679	325,000	(32,679)	-9.14%
8100	Long Term Debt - Principal	923,000	957,000	994,000	1,030,000	1,068,000	38,000	3.69%
8200	Long Term Debt - Interest	290,204	253,069	214,628	174,669	133,253	(41,405)	-23.71%
	FUNCTION 8000 DEBT RETIREMENT	1,213,204	1,210,069	1,208,628	1,204,669	1,201,253	(3,405)	-0.28%
9000	Tuition to other districts	215,251	280,442	363,088	343,079	318,100	(24,979)	-7.28%
	FUNCTION 9000 TUITION	215,251	280,442	363,088	343,079	318,100	(24,979)	-7.28%
Total		\$24,785,240	\$25,548,074	\$26,228,813	\$26,364,958	\$26,895,580	\$530,722	2.01%

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Massachusetts Department of Elementary and Secondary Education
Office of School Finance
FY18 Chapter 70
Regional District Enrollment and Contributions by Member City or Town



832 Montachusett

LEA	Member	District Foundation Enrollment				District Required Minimum Contribution		
		FY17	FY18	Change	Pct of Town Enrollment	FY17	FY18	Change
	District Total	1,500	1,496	-4		9,077,316	9,194,861	117,545
	11 ASHBURNHAM	58	58	0	5.2%	400,340	405,012	4,672
	12 ASHBY	37	34	-3	7.9%	309,297	284,043	-25,254
	15 ATHOL	85	86	1	5.1%	191,478	205,422	13,944
	21 BARRE	37	42	5	5.2%	225,548	272,523	46,975
	97 FITCHBURG	418	398	-20	6.5%	1,687,870	1,584,617	-103,253
	103 GARDNER	153	163	10	6.1%	718,012	789,385	71,373
	125 HARVARD	6	7	1	0.7%	77,729	90,800	13,071
	134 HOLDEN	65	73	8	2.3%	597,966	672,614	74,648
	140 HUBBARDSTON	71	75	4	12.1%	567,184	619,789	52,605
	162 LUNENBURG	91	92	1	5.1%	824,401	805,318	-19,083
	234 PETERSHAM	4	2	-2	1.6%	50,068	24,978	-25,090
	235 PHILLIPSTON	19	26	7	10.6%	155,159	198,067	42,908
	241 PRINCETON	23	20	-3	4.4%	293,310	258,749	-34,561
	255 ROYALSTON	19	15	-4	10.5%	87,950	77,394	-10,556
	282 STERLING	65	68	3	5.7%	736,936	801,647	64,711
	294 TEMPLETON	112	97	-15	8.2%	640,362	573,987	-66,375
	328 WESTMINSTER	82	74	-8	6.0%	738,093	691,005	-47,088
	343 WINCHENDON	155	165	10	10.7%	775,613	839,511	63,898

STUDENT ENROLLMENT AND SCHOOL ATTENDING CHILDREN COMPARISONS

COMMUNITIES	FOUNDATION ENROLLMENT			SCHOOL ATTENDING CHILDREN (GR. 1-12)		
	(Basis for Operational Apportionment)			(Basis for Capital Apportionment)		
	10-01-15**	10-01-16**	DIFF	10-01-15**	10-01-16**	DIFF
ASHBURNHAM	58	58	0	1,066	1,036	(30)
ASHBY	37	34	(3)	464	443	(21)
ATHOL	85	86	1	1,570	1,504	(66)
BARRE	37	42	5	826	816	(10)
FITCHBURG	418	398	(20)	5,966	6,156	190
GARDNER	153	163	10	2,619	2,581	(38)
HARVARD	6	8	2	1,033	1,011	(22)
HOLDEN	65	73	8	3,117	3,059	(58)
HUBBARDSTON	71	75	4	628	629	1
LUNENBURG	91	92	1	1,704	1,645	(59)
PETERSHAM	4	2	(2)	124	107	(17)
PHILLIPSTON	19	26	7	213	203	(10)
PRINCETON	23	20	(3)	486	556	70
ROYALSTON	19	15	(4)	126	137	11
STERLING	65	68	3	1,205	1,194	(11)
TEMPLETON	112	97	(15)	1,049	964	(85)
WESTMINSTER	82	74	(8)	1,172	1,178	6
WINCHENDON	155	165	10	1,518	1,492	(26)
TOTAL IN DISTRICT	1,500	1,496	(4)	24,886	24,711	(175)
TOTAL OUT-OF-DISTRICT	20	13	(7)			
TOTAL ENROLLMENT	1,520	1,509	(11)			

* Enrollment figures used for 2016-2017 Assessment
** Enrollment figures used for 2017-2018 Assessment

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DETERMINATION OF ASSESSMENT RATIOS

Each Community's assessment is made up of four parts:

- ~ Required Minimum Contribution (set by the State)
- ~ Transportation & Other Operating Expenses above Minimum Net School Spending
- ~ Capital Outlay
- ~ Bonds (assessed based upon the Capital apportionment)

TRANSPORTATION & OTHER OPERATING BUDGET - (determined by each Communities enrollment, October 1, 2017)

Formula: The number of students from each member community enrolled at Montachusett Regional Vocational Technical School divided by total Montachusett Regional Vocational Technical School Day school enrollment of member communities on October 1, 2017 equals the operating ratio.

Example: Fitchburg students enrolled at Montachusett Regional Vocational Technical School on October 1, 2017 = 398.
Total Montachusett Regional Vocational Technical School enrollment of 18 member communities on October 1, 2014 = 1,496.
Therefore, ratio is 398 divided by 1,496.

$$\frac{398}{1496} = 0.2660 = 26.60\%$$

CAPITAL BUDGET - (determined by each Communities school attending children, grades 1 - 12, October 1, 2017)

Formula: The number of students from each member community enrolled in Grades 1 through 12 divided by the total number of students enrolled in Grades 1 through 12 of 18 member communities equals the capital assessment ratio.

Example: Holden students enrolled grades 1 through 12 on October 1, 2017 = 2,672.
Total enrollment of 18 member communities in Grades 1 through 12 on October 1, 2014 = 24,147.
Therefore, ratio is 2,672 divided by 24,147.

$$\frac{3059}{24711} = 0.1238 = 12.38\%$$

ASSESSMENT RATIO PERCENTAGES

COMMUNITIES	TRANSPORTATION & OTHER OPERATING PERCENTAGES			CAPITAL PERCENTAGES *		
	10/1/2015 (2016-2017)	10/1/2016 (2017-2018)	INC/DEC	10/1/2015 (2016-2017)	10/1/2016 (2017-2018)	INC/DEC
Ashburnham	3.87%	3.88%	0.01%	4.28%	4.19%	-0.09%
Ashby	2.47%	2.27%	-0.20%	1.86%	1.79%	-0.07%
Athol	5.67%	5.75%	0.08%	6.31%	6.09%	-0.22%
Barre	2.47%	2.81%	0.34%	3.32%	3.30%	-0.02%
Fitchburg	27.86%	26.60%	-1.26%	23.97%	24.91%	0.94%
Gardner	10.19%	10.90%	0.71%	10.52%	10.44%	-0.08%
Harvard	0.40%	0.53%	0.13%	4.15%	4.09%	-0.06%
Holden	4.33%	4.88%	0.55%	12.53%	12.38%	-0.15%
Hubbardston	4.73%	5.01%	0.28%	2.52%	2.55%	0.03%
Lunenburg	6.07%	6.15%	0.08%	6.85%	6.66%	-0.19%
Petersham	0.27%	0.13%	-0.14%	0.50%	0.43%	-0.07%
Phillipston	1.27%	1.74%	0.47%	0.86%	0.82%	-0.04%
Princeton	1.53%	1.34%	-0.19%	1.95%	2.25%	0.30%
Royalston	1.27%	1.00%	-0.27%	0.51%	0.55%	0.04%
Sterling	4.33%	4.55%	0.22%	4.85%	4.83%	-0.02%
Templeton	7.47%	6.48%	-0.99%	4.22%	3.90%	-0.32%
Westminster	5.47%	4.95%	-0.52%	4.71%	4.77%	0.06%
Winchendon	10.33%	11.03%	0.70%	6.10%	6.04%	-0.06%
TOTALS	100.00%	100.00%	0.00%	100.00%	100.00%	0.00%

* Capital Percentages are used for Bonds and Capital cost.

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Montachusett
Regional Vocational
Technical High
School

COMMUNITY ASSESSMENTS

		FISCAL YEAR 2018							
		(1)	(2)	(3)	(4)		APPROVED	APPROVED	CHANGE
FOUNDATIONS	ENROLLMENT	REQUIRED MINIMUM CONTRIBUTION	TRANSPORT/ OPERATING ASSESS.	CAPITAL ASSESS.	BONDS		ASSESSMENT FY2018	ASSESSMENT FY2017	FY'17 - FY'18
Ashburnham	58	405,012	28,312	7,861	10,609		441,942	441,942	7,852
Ashby	34	284,043	15,424	3,361	4,536		333,265	333,265	(25,900)
Athol	86	205,422	39,014	11,412	15,402		252,544	252,544	18,706
Barre	42	272,523	19,053	6,192	8,356		253,847	253,847	52,277
Fitchburg	398	1,584,617	180,554	46,710	63,040		1,967,086	1,967,086	(92,165)
Gardner	163	789,385	73,945	19,584	26,430		825,333	825,333	84,012
Harvard	8	90,800	3,529	7,571	10,353		93,020	93,020	19,433
Holden	73	672,614	33,117	23,211	31,325		667,463	667,463	92,804
Hubbardston	75	619,789	34,024	4,773	6,441		609,993	609,993	55,034
Lunenburg	92	805,318	41,736	12,482	16,845		890,058	890,058	(13,677)
Petersham	2	24,978	907	812	1,096		53,567	53,567	(25,774)
Phillipston	26	198,067	11,795	1,540	2,079		167,196	167,196	46,285
Princeton	20	258,749	9,073	4,219	5,694		310,521	310,521	(32,787)
Royalston	15	77,394	6,805	1,040	1,403		96,950	96,950	(12,309)
Sterling	68	801,647	30,848	9,060	12,227		783,665	783,665	70,117
Templeton	97	573,987	44,004	7,315	9,872		708,662	708,662	(73,504)
Westminster	74	691,005	33,570	8,938	12,063		792,925	792,925	(47,348)
Winchendon	165	839,511	74,853	11,321	15,279		870,874	870,874	70,089
Total	1496	9,194,861	678,665	187,500	253,050		10,120,930	10,120,930	193,146

ASSESSMENT HISTORY
1998-2017

Reding waived. Report placed on file in the City Clerk's Office.

Reports of
Committees

Appointments
Committee
Oral Report

REPORTS OF COMMITTEES**Appointments Committee Oral Report**
Meeting of February 6, 2018

The Appointments Committee recommended the following
Appointments be confirmed:

Re-Appointments:**Human Rights Commission**

(Term to expire January 1, 2021)

Ms. Barbara Nealon

Trustees of Public Burial Grounds

(Term to expire January 8, 2020)

Ms. Diane Ouellette

Report accepted. Appointments confirmed by unanimous vote. 10
members present. Board consists of 10 members.

Finance Committee**January 23, 2018**

The Finance Committee recommended the following Orders be
adopted:

- 010-18. ORDERED THAT: There be and hereby is appropriated the
sum of THREE HUNDRED THOUSAND AND 00/100 DOLLARS
(300,000.00) same to be charged against AVAILABLE
FUNDS and credited to the following DEPARTMENT OF
PUBLIC WORKS, SNOW & ICE accounts:
- | | |
|-----------------------------|--------------|
| PERSONAL SERVICES, OVERTIME | \$ 40,000.00 |
| EQUIPMENT RENTAL | \$100,000.00 |
| PLOWS & BLADES | \$ 60,000.00 |
| SALT | \$100,000.00 |
- 011-18. ORDERED THAT: There be and hereby is transferred from
within the sum of TWENTY-FOUR THOUSAND, ONE HUNDRED
EIGHT AND 00/100 DOLLARS (\$24,108.00) same to be
transferred from POLICE, PERSONAL SERVICES, ANIMAL
CONTROL OFFICER (\$16,732.00) and from POLICE, PERSONAL
SERVICES, ANIMAL CONTROL OVERTIME (\$7,376.00) and
credited to POLICE, OTHER EXPENSES, ANIMAL CONTROL.
- 012-18. ORDERED THAT the City of Fitchburg hereby approves the
expenditure of funds from the Massachusetts Executive
Office of Public Safety and Security, FY18 Shannon
Community Safety Initiative grant in the approximate
amount of \$142,709.24 (ONE HUNDRED FORTY-TWO THOUSAND,
SEVEN HUNDRED NINE AND 24/100 DOLLARS) for the purpose
of said grant, which is to reduce gang and youth
related violence.
- 013-18. ORDERED THAT: The City of Fitchburg hereby approves
the expenditure of funds from the Department of Fire
Services grant in the approximate amount of \$56,000.00
(FIFTY-SIX THOUSAND AND 00/100 DOLLARS) for the
purpose of said grant, which is to purchase a new
regional Fire Safety House to be used in teaching fire
safety.

Report read and accepted. Orders adopted by unanimous vote. 10
members present. Board consists of 10 members.

Orders signed by the Mayor February 8, 2018.

Finance Committee

City of Fitchburg,

February 6, 2018

Fitchburg Redevelopment Authority
Meeting of January 16, 2018

The Fitchburg Redevelopment Authority recommended the following
Petition be denied:

317-17. Mr. John Igo, Petitioner, to recognize and address
issue with stairs and elevator in the Worcester County
Northern Registry of Deeds building at 202 Boulder
Drive.

Reports of
Committees

Fitchburg
Redevelopment
Authority



166 Boulder Drive, Suite 104 East | Fitchburg, MA 01420
P: 978.345.9602 | F: 978.345.9604 | www.discoverfitchburg.com

Fitchburg City Council
City of Fitchburg
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

RE: Petition 317-17

Dear Fitchburg City Council Members:

At the regular meeting of the Fitchburg City Council, Petition 317-17 (Mr. John Igo, Petitioner, to recognize and address issue with stairs and elevator in Worcester County Northern Registry of Deeds building at 202 Boulder Drive) was referred to the Fitchburg Redevelopment Authority (FRA). At the FRA Board meeting on January 16, 2018 the matter was discussed.

Executive Director Dan Curley presented the Board with a letter from the Fitchburg Building Commissioner Mark Barbadoro (attached) stating that the building area in question was compliant with Massachusetts handicap accessibility regulations. Additionally, Mr. Curley read a letter from the Kathleen Reynolds Daigneault (attached) stating that to the best of her knowledge, neither her office have ever received complaints or concerns from patrons or employees regarding the safety or accessibility of either stairwell "D" or the elevator that accesses their office.

With the facts presented, the FRA Board of Directors voted 5-0 to recommend that the City Council deny Petition 317-17.

Regards,

Dan Curley
Executive Director
Fitchburg Redevelopment Authority

2018 JAN 16 AM 10:00
FITCHBURG CITY CLERK

Reports of
Committees

Fitchburg
Redevelopment
Authority



Fitchburg, Massachusetts
*Office of the
Building Commissioner*

MARK BARBADORO
Building Commissioner

JOHN MORREALE
Local Building Inspector

MARK SULLIVAN
Local Building Inspector

KYLE RIDLEY
Inspector of Wires

WAYNE LITTLE
Plumbing/Gas Inspector

ERIC CHARTRAND
Local Building Inspector

December 26, 2017

Fitchburg Redevelopment authority C/O
Dan Curley
166 Boulder Drive, Suite 104 East
Fitchburg MA 01420

RE: accessibility of the registry of deeds

Dear redevelopment authority

At the request of executive director Dan Curley I examined the elevator and main stairwell leading the registry of deeds located at 166 Boulder Drive Fitchburg Massachusetts. The purpose of this inspection was to determine if the building was compliant with Massachusetts handicap accessibility regulations. The elevator and the stairwell as well as the exit doors and parking appear to be in full compliance with 521 CMR Massachusetts Architectural Access Board Regulations.

If you have any questions regarding this zoning determination, please feel free to write or call this office.

Respectfully yours,

Mark Barbadoro
Building Commissioner

City of Fitchburg,

February 6, 2018



Kathleen Reynolds Daigneault
Register of Deeds

Division of the Secretary of the Commonwealth
Worcester Northern Registry of Deeds

166 Boulder Drive - Suite 202
Fitchburg, Massachusetts 01420

Tel (978) 342-2132
Fax (978) 345-2865
kathleen.daigneault@sec.state.ma.us

Reports of
Committees

Fitchburg
Redevelopment
Authority

January 9, 2018

Fitchburg Redevelopment Authority
Attention: Dan Curley
166 Boulder Drive, Suite 104 East
Fitchburg, MA 01420

RE: Stairwell "D" & Elevator Servicing Suite 202

Dear Mr. Curley & To Whom It May Concern:

My name is Kathleen Reynolds Daigneault, Register of Deeds for the Worcester Northern District. The Registry of Deeds has been a tenant of the space located at 166 Boulder Drive, Suite 202, in Fitchburg since April 15, 2005. Our space, which is located on the 2nd floor, includes one elevator, one main stairwell, "D", and two ancillary stairwells that serve as emergency exit stairwells.

To the best of my knowledge, neither my office nor I have ever received any complaints or concerns from patrons or employees regarding the safety or accessibility of either Stairwell "D" or our elevator.

If you have any questions or concerns please feel free to contact me.

Very truly yours,

A handwritten signature in cursive script, reading "Kathleen Reynolds Daigneault".

Kathleen Reynolds Daigneault
Register of Deeds

Reports of
Committees

Fitchburg
Redevelopment
Authority



**City of Fitchburg
Massachusetts 01420**

CITY COUNCIL

Councillors at Large

Jeffrey A. Bean
David Clark
Marcus L. DiNatale
E. Thomas Donnelly
Dean A. Tran

President
Michael Kushmerek

Vice President
Amy Green

Ward Councillors

Ward 1 – Amy L. Green
Ward 2 – Paul R. Beauchemin
Ward 3 – Joel R. Kaddy
Ward 4 – Michael P. Kushmerek
Ward 5 – Angelo J. Bisol, Jr.
Ward 6 – Jody M. Joseph

December 20, 2107

Dan Curley
Fitchburg Redevelopment Authority

To Whom It May Concern:

At the regular meeting of the City Council held on December 20, 2017, the following Petition was referred to the Fitchburg Redevelopment Authority. 10 members present. Board consists of 11 members.

317-17. Mr. John Igo, Petitioner, to recognize and address issue with stairs and elevator in the Worcester County Northern Registry of Deeds building at 202 Boulder Drive.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Anna M. Farrell", is written over a horizontal line.

Anna M. Farrell, Clerk
(Enc. Copy of original petition)

City of Fitchburg,

February 6, 2018

Reports of
Committees

Fitchburg
Redevelopment
Authority

Worcester.
District of Massachusetts.

Commonwealth, USDC

clerk's office
City of Fitchburg

FITCHBURG CITY CLERK

TO THE HONORABLE CITY COUNCIL OF THE CITY OF FITCHBURG
2017 DEC -6 PM 4:09

Ladies and Gentlemen:

The undersigned Petitioner Your Honorable Body to :

Petitioner

Take notice
and recognize the safety and citizen's choice
aspect of the Worcester County Northern Registry
of Deeds of the Division of the Secretary of the
Commonwealth's "Stair D", which is the
alternate to the elevator in the semi-
isolated Boulder Drive, Fitchburg building
at 202 Boulder Drive, Fitchburg.

Petitioner says
it's not necessary to use elevator (you may)
as stairs available in Southern Middlesex, Suffolk,
Essex, Norfolk, Plymouth counties

Wherefore Petitioner prays the hon. Council,
prevention officers, inspectors consider above 1st issue.
Respectfully Submitted

Petitioner and 6 documents.
12/6/2017 To John Lgo

Dec. 6th, 2017. John Lgo

TRUE COPY ATTEST.

City Clerk

Reports of
Committees

Fitchburg
Redevelopment
Authority

REPORT

The Committee on

to which was referred this petition would recom-
mend that the petition be granted, be given leave
to withdraw.

In City Council

Report Read and Accepted

Clerk

No _____

PETITION

John A. Deane
of
Dane - Danville

*In Re Worcester County Railroad
Registry of Deeds of the Division
of the Registry of the Commonwealth
of the State of Massachusetts
in Fitchburg*

In City Council

Referred to Committee on

Clerk

related case: Conservatorship of Joseph A. Breen, Essex

City of Fitchburg,

February 6, 2018

Reports of
Committees

Fitchburg
Redevelopment
Authority

STATEMENT OF SMALL CLAIM AND NOTICE OF TRIAL		Small Claims Session	
PART 1	<input checked="" type="checkbox"/> BOSTON MUNICIPAL COURT <u>W ROX</u>	<input type="checkbox"/> DISTRICT COURT	<input type="checkbox"/> HOUSING COURT
PLAINTIFF'S NAME, ADDRESS, ZIP CODE AND PHONE		PLAINTIFF'S ATTORNEY (if any)	
John Sp		Name:	
c/o Conservator, 9 Harrison Ave		Address:	
Cambridge MA 02140		BBO NO:	
PHONE NO:		PHONE NO:	
PART 2	DEFENDANT'S NAME, ADDRESS, ZIP CODE AND PHONE	ADDITIONAL DEFENDANT (if any)	
Officer Pruitt		Name: Cpt. McLoughlin BPD	
Boston Police Dept., City of Bos		Address: Cpt. Gillespie BPD	
1249 Hyde Park Ave		Cpt. Boyle BPD	
Hyde Park, MA		William Evans BPD	
PHONE NO: 02136		PHONE NO:	
PLAINTIFF'S CLAIM. The defendant owes \$ <u>419.00</u> plus \$ _____ court costs for the following reasons: Give the date of the event that is the basis of your claim.			
Officer Pruitt avoided using her institutional, experiential, female P.O. knowledge as to assist in locating a person that has need for assisted living facility, nursing home-type service in the HP, Jam, West Roxbury Area as P. has no access to computer, electronic telephone info, or phone books. P. has right to disclosure of info in search.			
SIGNATURE OF PLAINTIFF <u>X</u>		DATE <u>12/1/17</u>	
MEDIATION: Mediation of this claim may be available prior to trial if both parties agree to discuss the matter with a mediator, who will assist the parties in trying to resolve the dispute on mutually agreed to terms. The plaintiff must notify the court if he or she desires mediation; the defendant may consent to mediation on the trial date. <input type="checkbox"/> The plaintiff is willing to attempt to settle this claim through court mediation. <u>Complete</u>			
MILITARY AFFIDAVIT: The plaintiff states under the pains and penalties of perjury that the:			
<input checked="" type="checkbox"/> above defendant(s) is (are) not serving in the military and at present live(s) or work(s) at the above address.		<input type="checkbox"/> above defendant(s) is (are) serving in the military	
SIGNATURE OF PLAINTIFF <u>X</u>		DATE	
NOTICE OF TRIAL	NOTICE TO DEFENDANT: You are being sued in Small Claims Court by the above named plaintiff. You are directed to appear for trial of this claim on the date and time noted to the right. If you wish to settle this claim before the trial date, you should contact the plaintiff or the plaintiff's attorney. SEE ADDITIONAL INSTRUCTIONS ON THE BACK OF THIS FORM		NAME AND ADDRESS OF COURT Boston Municipal Court West Roxbury Division 445 Arborway Jamaica Plain, MA 02130
	DATE AND TIME OF TRIAL		BOTH THE PLAINTIFF AND THE DEFENDANT MUST APPEAR AT THIS COURT ON THE DATE AND TIME SPECIFIED
	DATE AT TIME		
	ROOM NO.		
FIRST JUSTICE	CLERK/MAGISTRATE OR DESIGNEE		
Hon Kathleen E Coffey	<u>John P. Murphy</u>		

INSTRUCTIONS FOR FILING A SMALL CLAIM — You must complete Parts 1-6 of this form. See instructions on reverse.

Reports of
Committees

Fitchburg
Redevelopment
Authority

2015 CITY OF BOSTON RESIDENT LIST - WARD 20

WD - PRCT	Name	Street Name	Apt#	Zip	G	Date of Birth	P	VS	Occupation	Reg Date
20	OSULLIVAN, ELIZABETH	1 GARDNER PL.		02132	F	9/8/1945			UNKNOWN	
5	HAYES, ANNE M	3 GARDNER PL.	3	02132	F	9/14/1954	D	A	AT HOME	8/15/1990
20	IANTOSCA, DAVID A	3 GARDNER PL.	2	02132	M	12/1/1961	U	A	SALES	9/4/2006
20	MANSOUR, DANY	40 GARDNER ST	2	02132	M	6/7/1945			CONSTRUCTION	
20	MANSOUR, NADA	40 GARDNER ST	2	02132	F	1/26/1974			CASHIER	
5	OWENS, SAMUEL	40 GARDNER ST	1	02132	M	7/27/1993			STUDENT	
20	CADICHR, EMILIEENNE	44 GARDNER ST	1	02132	M	8/12/1971	D	A	UNKNOWN	3/28/2012
20	MCGUINNESS, CARISO	44 GARDNER ST	2	02132	M	1/1/2014			UNKNOWN	
20	GARCIA, WALTER A	46 GARDNER ST	1	02132	F	5/28/1968	U	A	CONCERGE	9/19/2008
20	PALO, MARCIA A	46 GARDNER ST	2	02132	F	1/25/1944	D	A	RETIRED	9/18/1996
5	PARKINSON, AIDANT	50 GARDNER ST	1	02132	F	12/23/1997	U	A	UNKNOWN	5/1/2003
20	PARKINSON, MARY ELIZABETH	50 GARDNER ST	2	02132	F	7/4/1970	D	A	UNKNOWN	6/28/2001
20	ROUSSIN, CARLA KYDER	54 GARDNER ST		02132	F	9/13/1969	D	A	PROFESSOR	3/26/1999
20	ROUSSIN, CHRISTOPHER J	54 GARDNER ST		02132	M	11/2/1971	U	A	TEACHER	11/20/2001
5	CAVEI, ANTHONY K	61 GARDNER ST		02132	M	7/27/1948	R	A	RETIRED	6/7/2014
20	DONBOS, JOHN EDWARD	61 GARDNER ST		02132	M	8/24/1937	D	A	TEACHER	9/28/2006
20	PHILPS, KIRK ALAN	61 GARDNER ST		02132	M	4/5/1950	R	A	CLERK	10/9/1993
5	GREENE, DIANE REARDON	66 GARDNER ST		02132	F	9/25/1956	U	A	TECHNICIAN	1/12/1988
20	GREENE, WILLIAM T JR	66 GARDNER ST		02132	M	12/16/1955	U	A	UNKNOWN	2/1/2014
5	LOVELL, PATRICK H	67 GARDNER ST		02132	M	8/10/1981	U	A	RETIRED	1/12/1988
20	NILAN, HENRY J JR	67 GARDNER ST		02132	F	10/3/1935	U	A	RETIRED	7/25/2014
20	NILAN, LESTIE R	71 GARDNER ST		02132	M	2/10/1936	U	A	STUDENT	8/11/2004
5	WANG, FAREN X	74 GARDNER ST		02132	M	11/29/1995	U	A	DISPATCHER	1/12/1988
20	CRAPQ, CHRISTOPHER G	74 GARDNER ST		02132	M	8/6/1986	U	A	POLICEMAN	1/12/1988
20	CRAPQ, LAWRENCE M	74 GARDNER ST		02132	M	6/23/1960	U	A	TEACHER	11/26/2007
5	CRAPQ, SARAH A	74 GARDNER ST		02132	F	2/12/1989	U	A	MANAGEMENT	1/12/1988
20	CRAPQ, SUSAN M	74 GARDNER ST		02132	F	10/13/1958	U	A	EDITOR/ADMIN	1/12/1988
5	GUTMAN, KELIE O	75 GARDNER ST		02132	M	8/1/1952	D	A	MUSEUM/DIRECTO	1/12/1988
20	GUTMAN, RICHARD J	75 GARDNER ST		02132	M	6/24/1949	D	A	UNKNOWN	4/14/2003
5	HOANG, DAVID T	80 GARDNER ST		02132	F	12/20/1969	R	A	UNKNOWN	9/30/2008
20	TRAN, TAM	80 GARDNER ST		02132	M	8/21/1972	U	A	SELF EMPLOYED	10/22/2012
5	RANSOM, CHARLES ANTONIO	81 GARDNER ST		02132	M	4/23/1975	U	A	STUDENT	8/25/2003
20	WENTWORTH, MATTHEW A	82 GARDNER ST		02132	F	1/17/1983	U	A	UNKNOWN	7/31/2012
20	DIBON, AMEE C	83 GARDNER ST		02132	F	7/30/1986	U	A	UNKNOWN	6/8/2010
5	KRANE, PARKRELL, ELIZABETH BRYN	83 GARDNER ST		02132	M	12/18/1991	U	A	UNKNOWN	10/17/2012
20	SEAUIGNESSEY, JAMES M	83 GARDNER ST		02132	M	7/22/1984	R	A	RETIRED	
20	KAVANAUIGH, ALBERT	91 GARDNER ST		02132	M	12/1/1952	U	A	UNKNOWN	10/9/2005
20	OSULLIVAN, RACHEL	91 GARDNER ST		02132	F	6/26/1967	U	A	UNKNOWN	6/13/2014
20	ALBERIA, VALERIA V	91 GARDNER ST		02132	F	2/23/1990	D	A	UNKNOWN	4/1/2014
20	RODRIGUEZ, VIANCA	102 GARDNER ST		02132	F	3/23/1996	U	A	UNKNOWN	1/31/2008
5	LEONE, LISA M	102 GARDNER ST		02132	F	12/16/1970	U	A	UNKNOWN	
20		104 GARDNER ST		02132	F					

2015 CITY OF BOSTON RESIDENT LIST - WARD 20

Page 192 of 741

WD - PRCT	Name	Street Name	Apt#	Zip	G	Date of Birth	P	VS	Occupation	Reg Date
20 5	VONLAUDERMANN, JOAN F	104 GARDNER ST	2	02132	F	6/20/1944	D	A	OFFICE WORKER	1/12/1988
20 5	VONLAUDERMANN, PETER A	104 GARDNER ST	2	02132	M	10/17/1977	U	A	LABORER	10/21/1998
20 5	GIANNOROULOS, CHRISTINA	108 GARDNER ST		02132	F	4/14/1934			RETIRED	
20 5	LAMY, EMILIA	110 GARDNER ST		02132	F	12/15/1959	D	A	MANAGEMENT	7/3/1997
20 5	LAMY, MARVEL YNE	110 GARDNER ST		02132	F	9/4/1992	D	A	UNKNOWN	11/2/2010
20 5	MCANDERBY, ALEXANDRA N	114 GARDNER ST		02132	F	5/7/1985	U	A	UNKNOWN	8/17/2012
20 5	MCANDERBY, MARC RICHARD	114 GARDNER ST		02132	M	4/13/1981	U	A	UNKNOWN	9/19/2006
20 5	MYERS, MELANIE L	114 GARDNER ST		02132	F	7/12/1979	D	A	UNKNOWN	9/9/2010
20 5	WALSH, JAMES S	118 GARDNER ST	1	02132	M	12/27/1958	D	A	CUSTODIAN	10/16/1996
20 5	WALSH, JAMES C	118 GARDNER ST	2	02132	M	7/23/1986	U	A	POSTAL WORKER	8/8/2008
20 5	WALSH, MICHAEL J	118 GARDNER ST	1	02132	M	6/23/1985	U	A	LANDSCAPER	8/5/2004
20 5	WALSH, MICHELE A	118 GARDNER ST	1	02132	F	8/16/1955	D	A	AT HOME	10/16/1996
20 5	WALSH, TIMOTHY JAMES	118 GARDNER ST	2	02132	M	9/20/1989	U	A	MBTA	4/23/2010
20 5	BROWNE LT, DAVID C	124 GARDNER ST		02132	M	3/1/1975	U	A	ENGINEER	3/5/2012
20 5	MADDEN, DARCY	124 GARDNER ST		02132	F	6/13/1980	U	A	MANAGER	1/12/2016
20 5	MUSTO, ANGEL O G	128 GARDNER ST		02132	M	12/6/1956	U	A	UNKNOWN	8/30/1988
20 5	CALDERON-MENSON, LIZBETH M	130 GARDNER ST		02132	F	1/1/1984	D	A	UNKNOWN	9/1/2009
20 5	MUNSON, JOEL J	130 GARDNER ST		02132	M	3/14/1984	U	A	FINANCE	10/24/2009
20 5	PETERSON, MARGARET M	131 GARDNER ST		02132	F	4/12/1926	U	A	UNKNOWN	1/12/1988
20 5	YETMAN, KEVIN W	131 GARDNER ST		02132	M	12/1/1960	R	A	UNKNOWN	1/12/1988
20 5	HU, MUI LAN	135 GARDNER ST		02132	F	1/13/1949	U	A	UNKNOWN	11/23/2005
20 5	FERRERA, CLAYTON	137 GARDNER ST		02132		1/1/2015			UNKNOWN	
20 5	ROSA, DAYAND	137 GARDNER ST		02132	M	4/27/1988	U	A	UNKNOWN	10/8/2012
20 5	MERRILL, PATRICK T	164 GARDNER ST	BSMT	02132	F	6/25/1989	U	A	UNKNOWN	5/1/2014
20 5	NIELSEN, DARCE G	164 GARDNER ST	2	02132	F	7/28/1985	U	A	UNKNOWN	8/9/2012
20 5	REGO, TAMARY RENEE	164 GARDNER ST	BSMT	02132	F	9/21/1938	U	A	UNKNOWN	8/30/1988
20 5	GARLAND, GALE J	211 GARDNER ST		02132	F	4/16/1935	U	A	ROOFER	8/30/1988
20 5	GARLAND, WILLIAM	211 GARDNER ST		02132	M	7/9/1969	R	A	ADMIN ASSIST	6/25/1996
20 5	O'BRIEN, KRISTE ANN	8 HELDUN ST		02132	F	1/15/1973	U	A	EMT	4/17/2014
20 5	O'BRIEN, ANTHONY T	8 HELDUN ST		02132	M	9/30/1969			UNKNOWN	
20 5	LAW, BRIAN P	10 HELDUN ST		02132	M	3/20/1944			RETIRED	
20 5	LAW, UNAB	10 HELDUN ST		02132	F	3/26/1971	D	A	TECHNICIAN	9/20/1996
20 5	LAW, WALTER J	10 HELDUN ST		02132	M	7/24/1973	D	A	NURSE	3/14/2002
20 5	MORASH, MEGAN V	11 HELDUN ST		02132	F	9/24/1973	D	A	STUDENT	10/6/1992
20 5	MORASH, STEPHEN	11 HELDUN ST		02132	M	12/1/1974	R	A	HOUSEWIFE	6/18/2007
20 5	MOREIRA, RACHEL K	15 HELDUN ST		02132	F	4/12/1966	D	A	UNKNOWN	3/9/1999
20 5	MOREIRA, VICTOR T	15 HELDUN ST		02132	M	3/31/1935	D	A	PSYCHOLOGIST	7/9/2012
20 5	KANEKO, STEVIA Y	16 HELDUN ST		02132	F	11/13/1946	D	A	UNKNOWN	7/9/2012
20 5	PARIS, SHARON RAYE	16 HELDUN ST		02132	F	8/16/1952	D	A	PSYCHOLOGIST	7/9/2012
20 5	PIKEN, JOAN A	16 HELDUN ST		02132	F	9/17/1962	R	A	LABORER	4/4/2012
20 5	STONE, HAROLD L II	17 HELDUN ST		02132	M					

Reports of
CommitteesFitchburg
Redevelopment
Authority

Commonwealth

Sollouk.

BMC
W. Roxbury Div.
Arboretum
Jamaica Plain, MAClerk Magistrate Sean Murphy
Boston Municipal Court
West Roxbury Division
Arboretum, Jamaica Plain
Boston, MA 02130TRIAL COURT COMMONWEALTH
WEST ROXBURY DIVISION

17 DEC -4 PM 12:07

Dear Mr. Murphy: You are in violation of the Civil Rights Act of 1964, S. 504 of the Rehabilitation Act of 1973, Age Discrimination Act of 1975, et seq reg.s pursuant to said Acts found in Title 45's U.S. Dept of Health and Human Services code, Code of Federal Regulations parts 80, 81, 90 et seq., other public laws and regulations in re age, sex, creed; Titles VI, VII; United States and Massachusetts Constitutions. You conspire felony w/ un-named conspirators in concealing information civil plaintiff in fact has right to be disclosed. I demand to file claim in yr Court.

Case 1:17-cv-12328-PBS Document 4 Filed 12/01/17 Page 1 of 5

Reports of
CommitteesFitchburg
Redevelopment
AuthorityUNITED STATES DISTRICT COURT
DISTRICT OF MASSACHUSETTSJOHN IGO,
Plaintiff,

v.

CLERK OF COURT, U.S.D.C., et al.,
Defendants.

Civ. Action No. 17-12328-PBS

MEMORANDUM AND ORDER

December 1, 2017

SARIS, C.D.J.

For the reasons set forth below, the court (1) grants plaintiff's motion to proceed in forma pauperis; and (2) directs the plaintiff to file an amended complaint.

BACKGROUND

Plaintiff John Igo ("Igo") filed this action against the clerk of the United States District Court along with unnamed assistant and statistical clerks. See Docket No. 1. Plaintiff also filed an Application to Proceed Without Prepayment of Fees and Affidavit. See Docket No. 2.

Clear: As best can be gleaned from the complaint, Igo complains that the court, as well as governments and law enforcement, "evade plaintiff's efforts to maintain identifying documents (I.D.'s, Birth Certificates, etc.)." See Complaint ("Compl.") at ¶ III (statement of claim). The complaint asserts both federal question and diversity jurisdiction and asserts a general proposition regarding the identification of a person both as a U.S. citizen and as a state resident and citizen. Id. at ¶ II (basis for

Reports of
Committees

Fitchburg
Redevelopment
Authority

259887

STATEMENT OF SMALL CLAIM AND NOTICE OF TRIAL		For Court Use Only	DOCKET NO.	Trial Court of Massachusetts Small Claims Session	
PART 1	<input type="checkbox"/> BOSTON MUNICIPAL COURT	<input type="checkbox"/> DISTRICT COURT	Division	<input type="checkbox"/> HOUSING COURT	Division
PART 2	PLAINTIFF'S NAME, ADDRESS, ZIP CODE AND PHONE		PLAINTIFF'S ATTORNEY (if any)		
			Name:		
			Address:		
PART 3	DEFENDANT'S NAME, ADDRESS, ZIP CODE AND PHONE		ADDITIONAL DEFENDANT (if any)		
			Name:		
			Address:		
PART 4	PHONE NO:		PHONE NO:		BBO NO:
	PLAINTIFF'S CLAIM. The defendant owes \$ plus \$ court costs for the following reasons: Give the date of the event that is the basis of your claim.				
PART 5	SIGNATURE OF PLAINTIFF X DATE				
	MEDIATION: Mediation of this claim may be available prior to trial if both parties agree to discuss the matter with a mediator, who will assist the parties in trying to resolve the dispute on mutually agreed to terms. The plaintiff must notify the court if he or she desires mediation; the defendant may consent to mediation on the trial date. <input type="checkbox"/> The plaintiff is willing to attempt to settle this claim through court mediation.				
	MILITARY AFFIDAVIT: The plaintiff states under the pains and penalties of perjury that the:				
PART 6	<input type="checkbox"/> above defendant(s) is (are) not serving in the military and at present live(s) or work(s) at the above address.		<input type="checkbox"/> above defendant(s) is (are) serving in the military		
NOTICE OF TRIAL	NOTICE TO DEFENDANT: You are being sued in Small Claims Court by the above named plaintiff. You are directed to appear for trial of this claim on the date and time noted to the right. If you wish to settle this claim before the trial date, you should contact the plaintiff or the plaintiff's attorney. SEE ADDITIONAL INSTRUCTIONS ON THE BACK OF THIS FORM		NAME AND ADDRESS OF COURT		COURT USE ONLY BOTH THE PLAINTIFF AND THE DEFENDANT MUST APPEAR AT THIS COURT ON THE DATE AND TIME SPECIFIED
			DATE AND TIME OF TRIAL		
			DATE AT TIME		
FIRST JUSTICE		CLERK-MAGISTRATE OR DESIGNEE			

COURT COPY

Reports of
Committees

Fitchburg
Redevelopment
Authority



Trial Court of the Commonwealth
Fitchburg District Court

First Justice
Christopher P. LoConto
Associate Justice

100 Elm Street
Gellinas Courthouse
Fitchburg, Massachusetts 01420
Telephone (978) 345 2111
FAX (978) 342 2461

Clerk Magistrate
Patrick J. Malone

First Assistant Clerk
Brian M. D'Andrea

Assistant
Clerk Magistrate

Chief Probation Officer
Rebecca Ramirez

Report read and accepted. Petition given leave to withdraw by
unanimous vote. 10 members present. Board consists of 10
members.

Reports of
CommitteesPublic Works
Committee**Public Works Committee**
Meeting of January 30, 2018

The Public Works Committee recommended the following Petition be given leave to withdraw:

- 231-17. Darlene M. Grossnickle, to petition for an additional street light at #364 Pearl Hill Road for safety concerns, as detailed in the enclosed petition.

Report read and accepted. Petition given leave to withdraw by unanimous vote. 10 members present. Board consists of 10 members.

The Public Works Committee recommended the following Petition be held in Committee:

- 243-17. Councillor Paul Beauchemin, on behalf of Norman Beauvais, to request a sidewalk in front of the Dunkin Donuts located on Electric Avenue.

Report read and accepted. Petition held in Committee by unanimous vote. 10 members present. Board consists of 10 members.

The Public Works Committee recommended the following Petition be granted:

- 288-17. Councillor Jody Joseph and Moran Square Realty, to repair sidewalk on Summer Street & Lunenburg Street in front of Moran Square Realty.

Report read and accepted. Petition granted by unanimous vote. 10 members present. Board consists of 10 members.

The Public Works Committee recommended the following Petition be held in Committee:

- 300-17. Councillor Marcus DiNatale, Councillor Paul Beauchemin, and Lisa Hebert, to install a berm at 47 Elmwood Avenue.

Report read and accepted. Petition held by unanimous vote. 10 members present. Board consists of 10 members.

The Public Works Committee recommended the following Petitions be Granted:

- 301-17. Councillor Marcus DiNatale and Lori Stone, to install a berm at 139 Rollstone Road.
- 305-17. Unitil, to relocate electric pole #27 (40 feet west) across Rollstone Road, to get pole out of bad curve in road.
- 014-18. Councillor Paul Beauchemin, to install more lighting at the roundabout located on Electric Ave. and Rollstone Road, for safety purposes.
- 015-18. Councillor Amy L. Green, to find remedy by installing a berm or curb at the residence of 23-25 Hobson Street to stop further damage done by water.

Report read and accepted. Petitions granted by unanimous vote. 10 members present. Board consists of 10 members.

City of Fitchburg,

February 6, 2018

RECESSED HEARING

Recessed Hearing
Petition #302-17

302-17. Unitil, to install a new pole #1 on Brittany Lane at Rollstone Road (Plan No. 3447-L), to use as new underground electric riser pole to Brittany Lane homes.

(Petition for Original Pole Location)

CITY/TOWN COPY

Fitchburg, MA, November 14, 2017
FITCHBURG CITY CLERK

To the City Council of the City of Fitchburg:

2017 NOV 20 AM 11:34

Unitil, a company incorporated under the laws of the Commonwealth for the transmission of electricity for lighting, heating and power, respectfully ask permission to construct and use a line for such transmission, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

BRITTANY LANE – Installing a new pole# 1 on Brittany Ln. @ Rollstone Rd. (Plan No. 3447-L) To use as new Underground Electric riser pole to Brittany Lane homes.

And to this end your Honorable Board is hereby requested, after due notice and a public hearing as provided by law, to grant to your petitioner, and its successors and assigns, a location for such line agreeably to the provisions of Chapter 166 of the General Laws and all acts in amendment thereof.

Also for permission to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

It is suggested that the poles be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3447-L, Dated 11/14/17".

FITCHBURG GAS AND ELECTRIC LIGHT COMPANY

By
Keith Caribo 
Manager Electric T & D Operations

City of Fitchburg

2017

Received and filed.

City Clerk

Recessed Hearing
Petition #302-17

For City Clerk's Book
(Copy of Order adopted Granting original Pole Location,
and Certificate of Notice and Hearing)

City of Fitchburg

IN CITY COUNCIL

ORDERED: That upon petition of Unitil, dated 11/14/17 due notice having been given and a public hearing held as provided by law, permission is hereby given said Company to construct and use a line for the transmission of electricity for lighting, and power, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

BRITTANY LANE – Installing a new pole# 1 on Brittany Ln. @ Rollstone Rd. (Plan No. 3447-L) To use as new Underground Electric riser pole to Brittany Lane homes.

And to said Company, its successors and assigns, is hereby granted a location for such line, the same to be constructed and maintained in accordance with the Ordinances of said City and with the following

SPECIFICATIONS:

The poles shall be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3447-L, Dated 11/14/17" hereby referred to and made a part of this order.

Also that permission be and hereby is granted to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

I hereby certify that the foregoing order was adopted after due notice and a public hearing as prescribed by Chapter 166 of the General Laws, namely, after a public hearing had been held by the City Council on _____ 20_, written notice of the time and place of which had been mailed at least seven days prior thereto by me to all owners of real estate abutting upon the ways or parts of ways upon, along or across which the lines are to be constructed under said order, said ownership having been determined by the last preceding assessment for taxation.

City Clerk

City of Fitchburg,

February 6, 2018

Recessed Hearing
Petition #302-17

(Order for Adoption by Granting Original Pole Location)

City of Fitchburg

IN CITY COUNCIL

ORDERED: that upon petition of Unitil dated 11/14/17, due notice having been given and a public hearing held as provided by law, permission is hereby given said Company to construct and use a line for the transmission of electricity for lighting, heating and power, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

BRITTANY LANE – Installing a new pole# 1 on Brittany Ln. @ Rollstone Rd. (Plan No. 3447-L) To use as new Underground Electric riser pole to Brittany Lane homes.

And to said Company, its successors and assigns, is hereby granted a location for such line, the same to be constructed and maintained in accordance with the Ordinances of said City and with the following

SPECTFICATIONS:

The poles shall be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3447-L, Dated 11/14/17," hereby referred to and made a part of this order.

Also that permission be and hereby is granted to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

(Signed) _____ City Clerk

Recessed Hearing
Petition #302-17

For the Company
(Attested Copies of Order Adopted by Granting
Original Pole Locations and of Certificate of Notice of Hearing)

City of Fitchburg

IN CITY COUNCIL

ORDERED: that upon petition of Unitil, dated 11/14/17, due notice having been given and a public hearing held as provided by law, permission is hereby given said Company to construct and use a line for the transmission of electricity for lighting, heating and power, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

BRITTANY LANE -- Installing a new pole# 1 on Brittany Ln. @ Rollstone Rd. (Plan No. 3447-L) To use as new Underground Electric riser pole to Brittany Lane homes.

And to said Company, its successors and assigns, is hereby granted a location for such line, the same to be constructed and maintained in accordance with the Ordinances of said City and with the following

SPECIFICATIONS:

The poles shall be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3447-L, Dated 11/14/17," hereby referred to and made a part of this order.

Also that permission be and hereby is granted Unitil to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

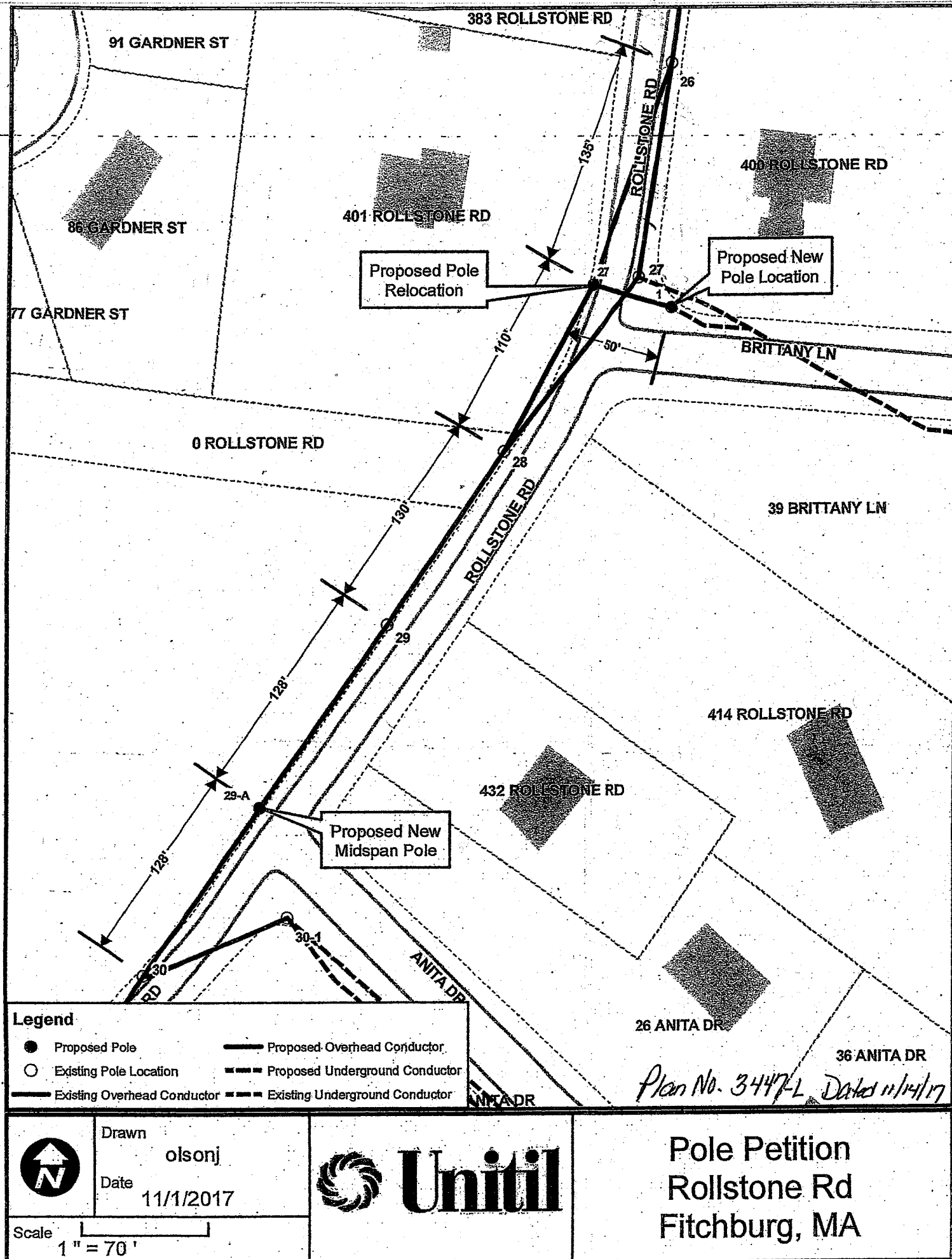
(Copy of Certificate by City Clerk appearing on his record of the foregoing order.)

I hereby certify that the foregoing order was adopted after due notice and a public hearing as prescribed by Chapter 166 of the General Laws, namely, after a public hearing had been held by the City Council on _____ 20, written notice of the time and place of which had been mailed at least seven days prior thereto by me to all owners of real estate abutting upon the ways or parts of ways upon, along or across which the lines are to be constructed under said order, said ownership having been determined by the last preceding assessment for taxation.

I hereby certify that the foregoing are true copies of (1) an order adopted by the City Council on the _____ day of _____ 20, and (2) my certificate as to notice and hearing which appears on my official record of said order, and that the original order was duly recorded by me in a book kept exclusively for the purpose of recording such orders.

Attest: _____, 20
City Clerk

Recessed Hearing
Petition #302-17



Hearing resumed. Mr. Jim Dee from Unitil was present and answered questions from Councillors regarding the project. Councillor Kaddy reported that DPW Commissioner Lenny Laakso is in support of the petition and that the Public Works Committee voted to approve the related petition. Such decision was necessary prior to commencing work on this petition. No one spoke in favor of or in opposition to the petition. Hearing closed and petition granted by unanimous vote. 10 members present. Board consists of 10 members.

Loan Order
#004-18

LOAN ORDERS

Councillor Zarrella recused himself from the following Vote:

004-18. LOAN ORDER: ORDERED THAT: \$22,500,000.00 be appropriated to pay costs of renovating, reconstructing, making extraordinary repairs, and equipping the existing City Hall building (718 Main St.) and the Bank of America building (700 Main St.) as outlined in the enclosed Order.

City of Fitchburg

FITCHBURG CITY CLERK

In City Council,

2017 DEC 27 PM 4: 07

ORDERED:— That

\$22,500,000.00 is appropriated to pay costs of renovating, reconstructing, making extraordinary repairs, and equipping the existing City Hall building (718 Main Street) and the Bank of America building (700 Main Street), construction of a parking garage or deck, site work, and the payment of all other cost incidental and related thereto; that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to M.G.L Chapter 44, section 7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay costs by a like amount.

Loan Order was sent to a final reading, adopted and ordered advertised by roll call vote of 8 in favor and 1 opposed (Squailia). 9 members present. Board consists of 10 members. Loan Order signed by the Mayor February 8, 2018.

City of Fitchburg,

February 6, 2018

Loan Order
#005-18

005-18. LOAN ORDER: \$1,000,000.00 be appropriated for the purpose of paying costs of feasibility study on Crocker Elementary School, 200 Bigelow Drive, Fitchburg, MA, for K-4 or K-8 project as outlined in the Order..

City of Fitchburg

FITCHBURG CITY CLERK

2017 DEC 27 PM 4: 07

In City Council,

ORDERED: That

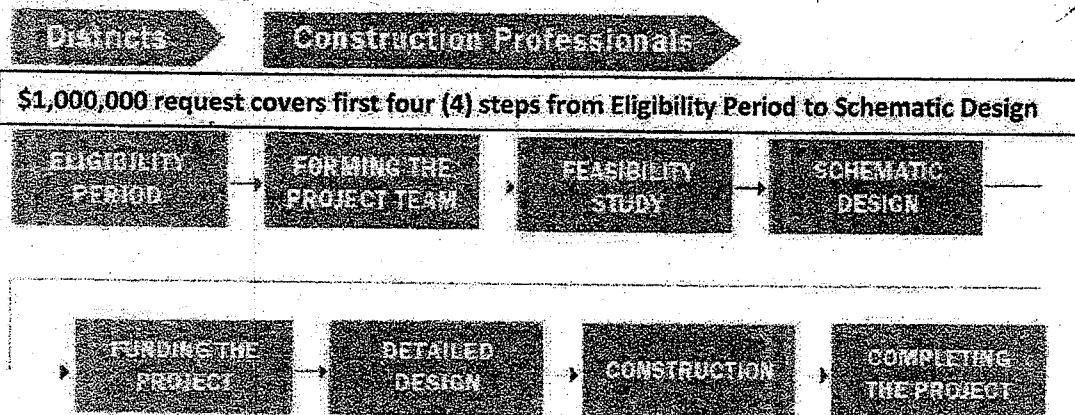
the City of Fitchburg appropriate the amount of One Million (\$1,000,000.00) Dollars for the purpose of paying costs of feasibility study on Crocker Elementary School, 200 Bigelow Drive, Fitchburg MA for K-4 or K-8 project, including the payment of all costs incidental or related thereto, and for which City of Fitchburg may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the School Building Committee. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority. The City of Fitchburg acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the City of Fitchburg incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the City of Fitchburg, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the City of Fitchburg and the MSBA. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Loan Order
#005-18

MSBA follows an eight (8) step process from Feasibility to Project completion as follows:

MSBA Building Process

Steps primarily for:



I am attaching handouts from the November 13, 2017 School Committee Building Needs Subcommittee meeting which provides more info from the 2016 MSBA School Survey Report on Fitchburg schools and the summary from the January 2016 Lamoureux Pagano Strategic Facilities Plan for your reference.

In closing, your consideration and requested approval of the request will begin the process to investigate possible options for Crocker Elementary and Fitchburg Public Schools.

Thank you for your support.

Regards,

Andre Ravenelle
Andre Ravenelle
Superintendent of Schools

Cc: Calvin Brooks, City Auditor
Fitchburg School Committee

Loan Order
#005-18

Buildings Needs Subcommittee
Nov 13, 2017

MSBA Building Condition Report
Fitchburg Summary
Compiled from Report by:
13-Nov-17

Robert M. Jokela, Asst. Supt.

The building condition rating is an overall score for the general condition of a school facility's major systems, such as roofing, HVAC, windows, and flooring. The building condition rating is on a scale of 1 to 4, with a rating of 1 indicating the best conditions and a 4 indicating the poorest.

Building Condition Rating	FPS School(s)	Description	Potential Future Action	Building Facility Index	Est. Cost	Comments
1	FHS	The building is in good condition with few or no building systems needing attention.	General Maintenance	<24.5%		
2	Regold, Memorial, & Goodrich	The building is in generally good condition with a few building systems that may need some attention.	Minor Repair or Renovation	>=24.5% and <39.5%		
3	McKay, SSES	The building is in fair to poor condition with some building systems needing repair or replacement	Moderate Repair or Renovation	>=39.5% and <59.5%		
		The building is in poor condition with many building systems requiring attention, and further study to determine the extent of renovations or potential replacement.				City Council planning \$1M Feasibility Study; 80% reimbursement; City Estimates
4	Crocker, Longsjo		Major Renovation or Potential Replacement	>=59.5%	Crocker: \$56M; Longsjo \$47M	\$60M total project and assumes \$12M net (assuming all costs eligible); Longsjo est from LP for basic repair

Loan Order
#005-18

MSBA Building Condition Report
Fitchburg Summary
Compiled from Report by:
13-Nov-17
Robert M. Jokela, Asst. Supt.

The general environment rating is also based on a 1 to 4 scale and reflects the school building's learning environment, building safety, universal accessibility, academic sufficiency, program sufficiency, and instructional technology. For 2016, more emphasis was placed on gathering technology and security data.					
General Environment Rating	FPS School(s)	Description	General Environmental Score	Est. Cost	Comments
1	Longsjo, McKay, Memorial, Rigold	The school's general environment is good and is conducive to teaching and learning.	<24.5%		
2	Crocker, FHS, SES	The school's general environment is good, but a few conditions may make learning and teaching less than ideal.	>=24.5% and <39.5%		
3	Goodrich	The school's general environment is fair with multiple conditions that may negatively affect learning and teaching.	>= 39.5% and <59.5%		
4	NONE	The school's general environment is poor and many conditions present obstacles to learning and teaching.	>=59.5%		

Loan Order
#005-18

MSBA Building Condition Report
Fitchburg Summary
Compiled from Report by:
13-Nov-17

Capacity utilization at individual schools was rated based on comparisons to statewide norms. Each school building received an Over Utilization, Average Utilization, or Under Utilization score.			
Capacity Utilization Rating	FPS School(s)	Description	Capacity Utilization
Over	Crocker, FHS, SSES, Goodrich	School facilities may not be adequately sized for the current enrollment and educational program.	>=125%
Avg	McKay, Memorial, Reinhold	School facilities appear to be adequately sized for the current enrollment and educational program.	>=80 and <125%
Under	Longsjo	School facilities may exceed the size necessary to house the current enrollment and educational program.	<80%

Loan Order
#005-18Strategic Facilities Use Plan Option Summary
Lamoureux Pagano Study
Compiled by: Robert Jokela, Asst. Supt. Fin. & Ops.

	A	B	C
School (\$Millions)	Basic Repair	Addition (+ Basic Repair [A])	New Construction
Crocker	\$16-17.9M	\$4.4-4.5M	\$54.8-56.1
SSES-West	7.1-8.3		
SSES-South	5.1-6		
SSES-East	2.9-3.6		
SSES-North		0 \$5.5-6	\$19.8-20.3
Reingold	8.2-10.2		
McKay		0	
Memorial	18.7-21.8	\$8.7-8.9	
Longsjo	41.8-46.7		
FHS	12.5-18.7		
Goodrich	4.2-4.6		
TOTAL OPTION A:	\$116.5-137.9M		
TOTAL OPTION B(ONLY):		\$18.6-19.4M	
COMBINED A+B		\$135-157.3M	
TOTAL OPTION C (NEW)			\$74.6-76.4M
Plus 20% Soft Costs			\$15M
EST. 80% MSBA REIMB			\$72M
NET CITY EST.			\$18M

SCHOOL RATING SUMMARY

Facilities information gathered for each school includes gross square footage, age, building conditions, construction and renovation history, numbers and types of classrooms, and availability of core spaces. This information is explored in more depth in the following pages.

Overall, Massachusetts schools and school buildings performed well in the primary scoring rubrics, which rated building condition, the general environment, and capacity utilization.

The building condition rating is an overall score for the general condition of a school facility's major systems, such as roofing, HVAC, windows, and flooring. The building condition rating is on a scale of 1 to 4, with a rating of 1 indicating the best conditions and a 4 indicating the poorest. The 1 to 4 ratings are derived from the building's facility condition index, which is an evaluation of the site and building systems on a 100% scale.

RATING	DESCRIPTION	POTENTIAL FUTURE ACTION	BUILDING FACILITY CONDITION INDEX
1	The building is in good condition with few or no building systems needing attention.	General Maintenance	<24.5%
2	The building is in generally good condition with a few building systems that may need some attention.	Minor Repair or Renovation	>=24.5% and <39.5%
3	The building is in fair to poor condition with some building systems needing repair or replacement.	Moderate Repair or Renovation	>=39.5% and <59.5%
4	The building is in poor condition with many building systems requiring attention, and further study to determine the extent of renovations or potential replacement.	Major Renovation or Potential Replacement	>=59.5%

The general environment rating is also based on a 1 to 4 scale and reflects the school building's learning environment, building safety, universal accessibility, academic sufficiency, program sufficiency, and instructional technology. For 2016, more emphasis was placed on gathering technology and security data.

RATING	DESCRIPTION	GENERAL ENVIRONMENT SCORE
1	The school's general environment is good and is conducive to teaching and learning.	<24.5%
2	The school's general environment is good, but a few conditions may make learning and teaching less than ideal.	>=24.5% and <39.5%
3	The school's general environment is fair with multiple conditions that may negatively affect learning and teaching.	>=39.5% and <59.5%
4	The school's general environment is poor and many conditions present obstacles to learning and teaching.	>=59.5%

Capacity utilization at individual schools was rated based on comparisons to statewide norms. Each school building received an Over Utilization, Average Utilization, or Under Utilization score.

The criteria for each rating will be discussed in more detail in the sections that follow as well as in the following table.

RATING	DESCRIPTION	CAPACITY UTILIZATION
Over Utilization	School facilities may not be adequately sized for the current enrollment and educational program.	>=125
Average Utilization	School facilities appear to be adequately sized for the current enrollment and educational program.	>=80 and <125
Under Utilization	School facilities may exceed the size necessary to house the current enrollment and educational program.	<80

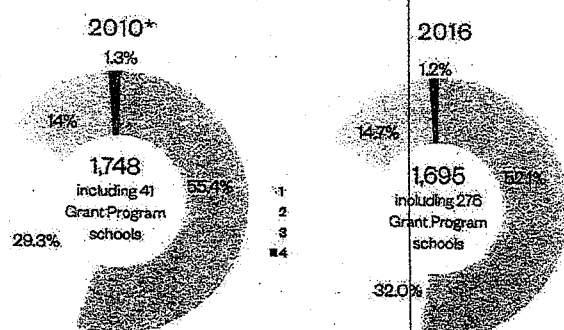
Loan Order
#005-18

Building	School	Type	Year Founded	2016/2017 Enrollment	2016/2017 Vol. (ES)	2016/2017 Studen	Classroom Count	Students/ Classroom	Building Condition	Capacity Rating	General Rating
Everett	Patlin School	K-8	1910	871	91,294	104.8	39	223	1	Average	1
Everett	Sumner G. Whittier School	K-8	1976	686	89,892	117.6	29	206	1	Average	1
Everett	Webster School	ES	1986	664	44,280	78.5	22	258	1	Over	3
Fairhaven	East Fairhaven	ES	2007	436	74,000	169.7	*	*	*	*	*
Fairhaven	Fairhaven High	HS	1906	616	148,000	240.8	46	184	2	Under	1
Fairhaven	Hastings Middle	MS	1988	459	89,844	196.2	33	189	1	Under	1
Fairhaven	Leroy Wood	ES	2013	614	80,380	59.1	*	*	*	*	*
Fair River	B.M.O. Durfee High	O-HS	1978	223	639,000	292.0	*	*	*	*	*
Fair River	Gaston M. Vickers Elementary School	ES	2009	705	121,286	167.3	*	*	*	*	*
Fair River	Edmond P. Talbot Middle	MS	1971	649	120,000	219.8	42	130	3	Under	1
Fair River	Fall River Gateway to College at Dineen Community College	HS	1978	25	0.0	0.0	*	*	*	*	*
Fair River	Frank M. Silvia Elementary School	ES	2001	783	116,993	152.5	*	*	*	*	*
Fair River	Henry Lord Community School	K-8	1992	624	122,550	196.1	38	184	2	Average	1
Fair River	John J. Doran	ES	1982	283	21,289	72.7	19	183	3	Over	8
Fair River	LeTourneau Elementary School	K-8	1924	546	78,886	140.7	27	202	1	Average	1
Fair River	Mary Fonseca Elementary School	ES	2008	697	106,818	178.9	*	*	*	*	*
Fair River	Matthew J. Kissel Middle	MS	2009	713	95,792	134.3	*	*	*	*	*
Fair River	Morton Middle	MS	2013	622	88,591	142.4	*	*	*	*	*
Fair River	Resiliency Middle School	MS	1930	27	53,506	198.7	3	90	6	Under	2
Fair River	Resiliency Preparatory School	HS	1930	192	71,814	443.9	17	95	3	Under	2
Fair River	Samuel Watson	ES	1904	304	46,332	149.1	18	203	3	Over	3
Fair River	Spencer Borden	ES	2004	623	91,408	174.8	30	174	1	Average	1
Fair River	Stone Day School	K-8	1996	32	17,773	555.4	9	36	3	Under	2
Fair River	William S. Greene	ES	2002	768	138,626	180.5	*	*	*	*	*
Falmouth	East Falmouth Elem	ES	1958	361	53,600	152.4	25	140	3	Average	1
Falmouth	Falmouth High	O-HS	1973	882	305,800	345.7	19	112	1	Under	1
Falmouth	Lawrence	MS	1983	688	145,000	205.3	42	185	2	Average	1
Falmouth	Morris Pond School	Int	1988	589	103,000	174.9	34	173	3	Average	1
Falmouth	Miller-Hill	ES	1981	494	85,000	183.2	29	180	1	Average	1
Falmouth	North Falmouth Elem	ES	1994	312	51,000	163.5	20	156	2	Average	1
Falmouth	Teaticket	ES	1997	300	48,830	163.1	25	120	3	Under	1
Farmington River Reg.	Farmington River Elem	ES	1998	114	35,970	310.9	12	96	1	Under	1
Fitchburg	Arthur M. Longo Middle School	MS	1940	659	194,495	347.9	36	156	4	Under	1
Fitchburg	Crocker Elementary	ES	1994	842	74,475	116.0	68	221	4	Over	2
Fitchburg	Fitchburg High	K-12	1986	1211	249,830	206.3	8	183	1	Over	2
Fitchburg	Geodion Academy	HS	1991	172	20,000	116.3	8	215	2	Over	3
Fitchburg	Mickey A. Academy	K-8	1998	673	111,480	165.5	41	164	3	Average	1
Fitchburg	Memorial Intermediate	MS	1987	716	124,680	174.0	68	205	2	Average	1
Fitchburg	Reingold Elementary	ES	1986	622	81,700	131.4	31	201	2	Average	1
Fitchburg	South Street Elementary	ES	1997	877	122,205	185.3	80	226	3	Over	2
Florida	Abbott Memorial	K-8	1961	81	24,409	301.2	12	68	3	Under	1

BUILDING CONDITION

Schools in Massachusetts are in generally good condition. As shown in Building Condition Chart 1:

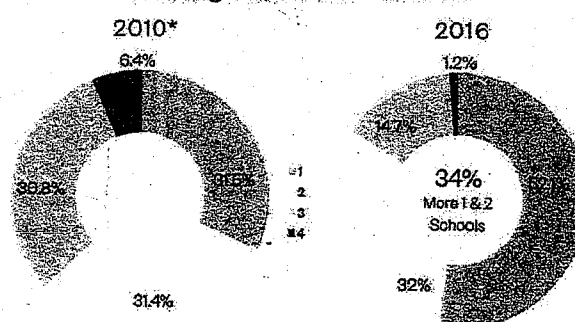
- 84.1% of Massachusetts schools received a building condition rating of 1 or 2, meaning that their site and building systems are in generally good condition, with few building systems that may need attention.
- Fewer than 1.2% of schools in the Commonwealth, or 20 schools, received a building condition rating of 4, meaning that they are in poor condition. One school rated a 4 in 2010 received a rating of 4 in 2016.
- 14.7% of schools received an overall building conditions rating of 3, meaning that they may require a moderate to extensive renovation to address the physical deficiencies at those facilities.

Building Condition Chart 1**

* Condition rating as reported in 2010, does not account for system degradation over time.

** Grant Program schools included as 1 Condition Rating

Although the data indicates that schools are in generally good condition, without continued capital expenditures, building conditions and systems continue to degrade, even with proper maintenance, due to the aging of the facility. To further understand the comparison of the survey data between 2010 and 2016 and the potential impact to the building conditions if no investments had been made, an industry standard school facility degradation factor of 2% per year was applied to the building conditions for the schools surveyed in 2010 to account for natural system degradation over the six years since the last survey. Applying the degradation factor, the data on the left of Chart 2, shows what the expected school ratings in 2016 would be if no work had been done on schools. The 2016 survey data on the right side of Chart 2 indicates that there are 34% more schools with ratings of 1's and 2's than would be expected demonstrating the importance of continued capital investments.

Building Condition Chart 2**

* Condition ratings adjusted for expected system degradation since 2010

** Grant Program schools included as 1 Condition Rating

Building Condition Evaluation Criteria

Similar to the 2010 survey, a major component of the 2016 School Survey was an assessment of the general conditions of selected site and building systems. In 2010 and 2016, the survey tool was used to rate each of the seven site and eighteen building systems, and gather information on observed conditions. A few of the building systems assessed were changed from 2010 based on MSBA experience of what data is useful and necessary. Changes to the building condition assessment include:

- Site fencing was removed from the general condition assessment.
- Site and building accessibility was relocated from the general condition assessment and is now captured as part of the General Environment data collection.
- Technology was relocated and is now captured as part of the General Environment data collection.
- Water supply was added.
- Septic, sewage, and wastewater disposal systems were added.
- Fire suppression was given its own rating.
- Elevators and lifts were given their own rating.

See Appendix I for full list of systems assessed.

The survey tool used standardized data collection questions and techniques to ensure that the data is consistent and accurate. An overall building score is generated based on the observations of the assessor, information provided by the district, and the ratings for the individual systems listed in Appendix I.

First-hand information was obtained by the assessor whenever possible. If a system was not visible at a particular school, the system condition assessment was provided by the school or district representative. The 2016 School Survey is not a comprehensive facilities assessment; rather, it is a survey to gather general data on major building systems and site conditions.

Loan Order
#005-18MSBA - 2016 School Survey Report
District Summary

District	Enrollment	Total GSF	SF / Student	Total Schools	Schools Assessed in 2016	Master Plan Developed
Fairhaven	2,024	342,204	169	4	2	2011
Fall River	10,163	2,000,368	197	18	9	2004
Falmouth	3,466	793,130	229	7	7	
Farmington River Reg	114	35,370	310	1	1	
Fitchburg	5,272	988,775	188	8	8	2016
Florida	81	24,400	301	1	1	
Foxborough	2,601	554,720	213	5	4	
Framingham	8,375	1,583,831	189	13	11	2015
Franklin	5,281	973,000	184	10	7	2013
Franklin County	488	160,000	328	1	1	
Freetown-Lakeville	2,754	618,210	224	5	5	
Frontier	611	160,500	263	1	1	
Gardner	2,385	491,967	206	5	5	2015
Gateway	841	260,716	310	4	4	
Georgetown	1,108	183,713	166	2	1	2016
Gill-Montague	951	352,815	371	5	5	
Gloucester	2,834	603,770	213	7	6	2014
Gosnold	2	620	310	1	1	
Grafton	3,189	610,670	191	6	6	2005
Granby	756	168,575	223	3	1	2003
Greater Fall River	1,395	295,600	212	1	1	
Greater Lawrence RVT	1,473	365,000	248	1	1	2014
Greater Lowell Voc Tec	2,184	577,000	264	1	1	
Greater New Bedford	2,154	524,954	244	1	1	2006
Greenfield	1,540	439,822	288	6	5	
Groton-Dunstable	1,549	318,241	205	3	3	2001
Hadley	562	123,289	219	2	2	
Halifax	592	117,000	198	1	1	2014
Hamilton-Wenham	1,782	337,870	190	5	5	2014
Hampden-Wilbraham	3,107	650,840	209	7	6	
Hampshire	741	206,000	278	1	1	
Hancock	36	6,800	189	1	1	
Hanover	2,625	413,510	158	5	2	
Harvard	1,117	249,700	224	2	1	2016
Hatfield	442	114,348	259	2	1	2011
Haverhill	7,152	1,128,300	158	13	12	1999
Hawlemont	105	30,000	286	1	1	
Hingham	4,317	643,076	149	6	4	2006
Holbrook	1,170	152,000	130	3	0	2015
Holland	237	34,000	143	1	1	
Holliston	2,889	555,230	192	4	4	
Holyoke	5,344	1,094,413	205	11	11	2002
Hopedale	1,073	134,707	126	2	2	2007
Hopkinton	3,397	640,000	159	5	4	2007
Hudson	2,643	514,997	195	5	4	2005
Hull	930	286,053	308	3	3	2016
Ipswich	1,778	291,032	164	4	2	2014

Fitchburg Public Schools
Strategic Facilities Planning StudyI. INTRODUCTION
B. Narrative Summary**Introduction**

- Lamoureux Pagano Associates (LPA) was contracted by the Fitchburg Public Schools District to conduct a strategic facility planning study related to development of a Long Range School Facilities Master Plan. The scope of this study encompasses all eight Fitchburg Public Schools (Crocker Elementary School, South Street Elementary School, Reingold Elementary School, McKay Arts Academy, Memorial Middle School, Longsjo Middle School, Fitchburg High School, and Goodrich Academy). LPA was asked to perform the following work:
 - Examine population trends and past, present and future enrollments
 - Assess Fitchburg's present educational facilities in light of enrollment projections and the District's present and future educational programs
 - Conduct appropriate site evaluation study
 - Develop cost-effective options designed to address Fitchburg's present and future space, facility, and comments regarding staffing needs
 - Conduct stakeholder meetings.
- LPA utilized a three-part process consisting of 1) documenting existing conditions, 2) verifying needs/objectives and 3) developing options and recommendations.

Existing Conditions

- LPA and our consulting engineers visited each school and used a "Good/Fair/Poor" methodology to rate each one in the following categories:
 - Site
 - Exterior Envelope
 - Interior Finishes/Equipment
 - Accessibility
 - Security and Access Control
 - Building Systems
 - Capacity for Expansion
- Meetings were conducted with Staff/Faculty to confirm space use and to identify any site/building issues. LPA also met with other District department heads (Food Services, Technology, etc.) and City public safety officials to identify their issues and concerns.
- Overview of existing conditions
 - Crocker ES, Longsjo MS and North Building at South Street ES are in the poorest condition relative to the other schools. Longsjo MS in particular has suffered from deferred maintenance and, given its site limitations and location, will be a very difficult and costly building to renovate.
 - Fitchburg HS, being the District's most recent building, is understandably in the best condition and requires the least scope of work.



Loan Order
#005-18

Fitchburg Public Schools

Strategic Facilities Planning Study

I. INTRODUCTION
B. Narrative Summary

- South Street ES (West/South/East Buildings), Reingold ES, Memorial MS and Goodrich Academy fall somewhere in between, having had some fairly recent building system and exterior envelope improvements.
- McKay Arts Academy is owned by Fitchburg State University, therefore the assumptions were made that it is reasonably well maintained, it meets applicable building codes, and the District will not participate in funding facility upgrades.
- Crocker ES, South Street ES, and Memorial MS sites offer the greatest potential for significant expansion and/or new construction.

- A summary of existing conditions site/building assessments, by individual school, is below.

				POOR
CROCKER ELEMENTARY SCHOOL				
Site				●
Exterior Envelope				●
Interior Finishes/Equipment				●
Accessibility				●
Security and Access Control				●
Building Systems – FP/Plumbing/HVAC				●
Building Systems – Electrical				●
Capacity for Expansion				
SOUTH STREET ELEMENTARY SCHOOL				
Site				●
West Building				
Exterior Envelope				
Interior Finishes/Equipment				●
Accessibility				●
Security and Access Control				●
Building Systems – FP/Plumbing/HVAC				
Building Systems – Electrical				●
Capacity for Expansion				●
North Building				
Exterior Envelope				●
Interior Finishes/Equipment				●
Accessibility				●
Security and Access Control				●
Building Systems – FP/Plumbing/HVAC				●
Building Systems – Electrical				●
Capacity for Expansion				



Fitchburg Public Schools

Strategic Facilities Planning Study

I. INTRODUCTION
B. Narrative Summary

				POOR
South Building				
Exterior Envelope				
Interior Finishes/Equipment				
Accessibility				
Security and Access Control				●
Building Systems – FP/Plumbing/HVAC				●
Building Systems – Electrical				●
Capacity for Expansion				●
East Building				
Exterior Envelope				
Interior Finishes/Equipment				
Accessibility				
Security and Access Control				●
Building Systems – FP/Plumbing/HVAC				●
Building Systems – Electrical				
Capacity for Expansion				●
REINGOLD ELEMENTARY SCHOOL				
Site				
Exterior Envelope				
Interior Finishes/Equipment				
Accessibility				
Security and Access Control				●
Building Systems – FP/Plumbing/HVAC				●
Building Systems – Electrical				
Capacity for Expansion				●
MCKAY ARTS ACADEMY				
Site				
Exterior Envelope				
Interior Finishes/Equipment				
Accessibility				
Security and Access Control				
Building Systems – FP/Plumbing/HVAC (NA)				
Building Systems – Electrical (NA)				
Capacity for Expansion				●
MEMORIAL MIDDLE SCHOOL				
Site				
Exterior Envelope				●
Interior Finishes/Equipment				
Accessibility				●



Loan Order
#005-18

Fitchburg Public Schools

Strategic Facilities Planning Study

I. INTRODUCTION
B. Narrative Summary

				POOR
MEMORIAL MIDDLE SCHOOL (CONT.)				
Security and Access Control				
Building Systems – FP/Plumbing/HVAC				
Building Systems – Electrical				
Capacity for Expansion	*			
LONGSJO MIDDLE SCHOOL				
Site				●
Exterior Envelope				●
Interior Finishes/Equipment				
Accessibility				●
Security and Access Control				●
Building Systems – FP/Plumbing/HVAC				●
Building Systems – Electrical				●
Capacity for Expansion				●
FITCHBURG HIGH SCHOOL				
Site	*			
Exterior Envelope	*			
Interior Finishes/Equipment	*			
Accessibility	*			
Security and Access Control	*			
Building Systems – FP/Plumbing/HVAC	*			
Building Systems – Electrical	*			
Capacity for Expansion	*			
GOODRICH ACADEMY				
Site				
Exterior Envelope				●
Interior Finishes/Equipment				
Accessibility				●
Security and Access Control				●
Building Systems – FP/Plumbing/HVAC				●
Building Systems – Electrical				●
Capacity for Expansion				●

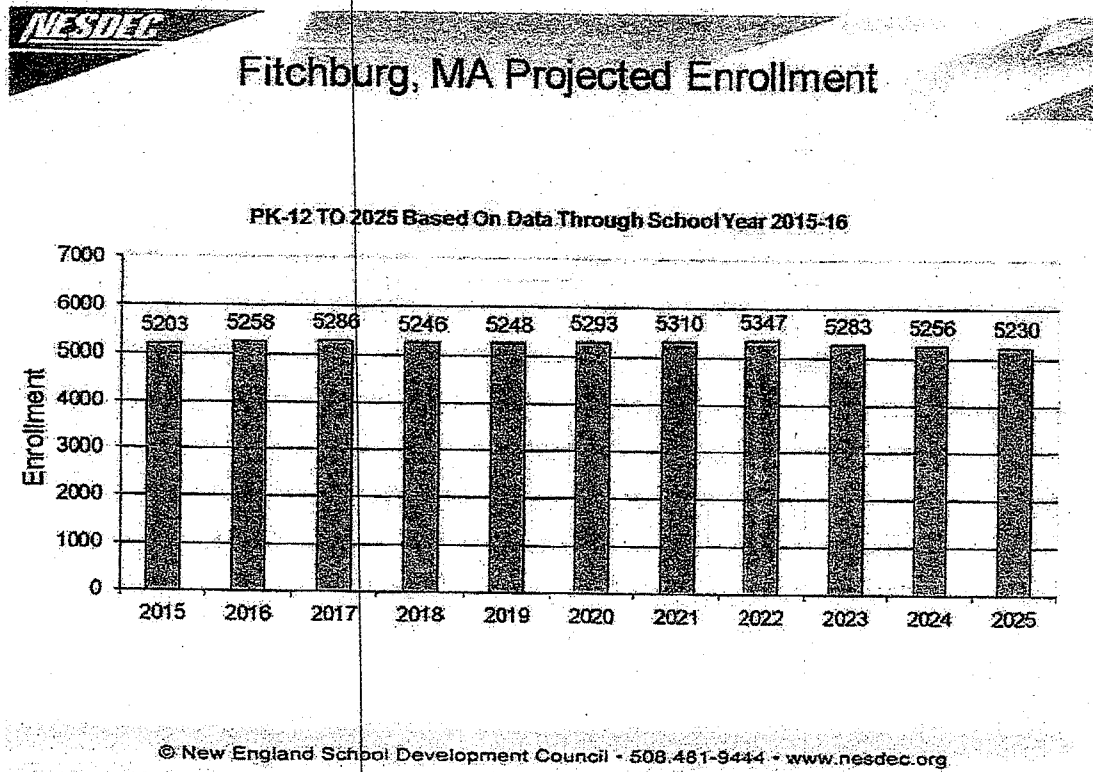


Fitchburg Public Schools
Strategic Facilities Planning Study

I. INTRODUCTION
B. Narrative Summary

Needs and Objectives

- This section is a programmatic assessment of each school within the Fitchburg District with the reference of a 21st century learning environment. A meeting was held at each school with the principal and special education coordinator to review the extent to which each facility supported the current curriculum.
 - Optimal school size is 600-700 students.
 - Current grade configuration is preferable, although a PreK-8 school may be an option.
 - Site circulation is an issue at many of the facilities, particularly at South Street ES and Longsjo MS.
- The New England School Development Council (NESDEC) was hired, as a sub-consultant to LPA, to examine population trends and past, present and future enrollments.
- NESDEC's report shows no significant increase in District enrollment over the next 10 years. District enrollment as of October 1, 2015 was 5,203 and projected enrollment for 2025 is 5,230; an increase of approximately half of one percent. Refer to Projected Enrollment graphic below.



Fitchburg Public Schools

Strategic Facilities Planning Study

I. INTRODUCTION
B. Narrative Summary

- Historically, the District has seen a significant (up to 30% of the total enrollment) "churn" rate; with relatively equal numbers of students entering and withdrawing/leaving the District over the course of a given school year. For the 2015-2016 school year, NESDEC identified an increase in "choiced-in" students, particularly at the high school grade levels. Whether this is a temporary increase that will reverse itself by the end of the school year, or if this is the beginning of a trend toward students returning to the Fitchburg Public School District, remains to be seen and should be closely monitored.
- Current MSBA Space Guidelines were used to evaluate each school in terms of educational and support areas. At first glance the total existing CSF areas appear adequate; however a closer look at Net Square Foot (NSF) requirements by MSBA category shows that a significant part of the total is dedicated to large core facilities (gyms, locker rooms, auditoriums, stages, etc.), administrative areas, District offices and other non-educational space. Refer to Section B in Part III. Needs and Objectives of this study for comparisons of existing facilities to MSBA Space Summary Template guidelines.

Options and Recommendations

- In general, LPA followed Massachusetts School Building Authority (MSBA) feasibility study guidelines in our study of potential options and solutions. These included Base Repair, Addition/Renovation and New Construction options. The following is a summary of Options A-C; more detailed scope of work descriptions and supporting graphics are included in Part IV. Options and Recommendations.
- OPTION A - BASE REPAIR
 - This option is based generally on repairs to currently occupied areas and therefore does not provide additional educational program space. Over the past decade, the District has utilized MSBA's repair programs to provide exterior envelope (windows, storefront/entries, and roofing) and building system (boilers, controls and distribution) improvements at South Street ES (South and West Buildings), Reingold ES, Memorial MS and Fitchburg HS. Most of the schools, however, have suffered from some level of deferred maintenance; Crocker ES, Longsjo MS and the North Building of South Street ES more so than the others.
 - The Base Repair scope of work described below was derived from the District's FY 2016 Capital Needs Plan, from LPA's and our consulting engineers' observations and assessments of each building, and from anecdotal comments heard during District staff/faculty interviews. The Base Repair Option assumes that the status quo is maintained; the North Building at South Street ES remains unoccupied and there is no change to grade configurations or enrollments at each school. This option will generally not comply with MSBA space guidelines and it should not be assumed that some or all of it will be reimbursable by MSBA.



Fitchburg Public Schools

Strategic Facilities Planning Study

I. INTRODUCTION
B. Narrative Summary

- While LPA assumes that the District would likely categorize the Base Repair scope of work according to level of priority (i.e. mandatory, recommended, and discretionary), the reader should understand that there are multiple factors which, in combination, will influence and ultimately determine the final scope, and cost, of any Base Repair Option. These include, but are not limited to, code-mandated improvements related to accessibility, structural systems seismic resistance, fire suppression systems, and energy conservation.
- The Base Repair Option scope of work is organized by school and the same categories used to assess existing conditions.
- **OPTION B – ADDITION/RENOVATION**
 - Option B – Addition/Renovation assumes that all eight (8) schools remain active, are renovated per the Option A – Base Repair scope described above, and are selectively expanded with additions to Crocker ES and Memorial MS and by the recommissioning of the North Building at South Street ES to meet current MSBA space guidelines.
 - Of the eight schools, LPA identified South Street ES, Crocker ES and Memorial MS as having the greatest potential for significant Addition/Renovation solutions. These three schools have sufficient site capacity to accommodate not only a building addition footprint, but also the support facilities (i.e. temporary modular classrooms, construction trailers, worker parking and access drives, etc.) needed during the construction phase. McKay ES, given that it is owned by FSU, is not a candidate for a building addition; the District has also been advised that there is no more existing space available for their use. Longsjo MS offers virtually no options for expansion because the building footprint occupies almost the entire site.
 - This option assumes that additions at Crocker ES and Memorial MS, and the additional educational space afforded by recommissioning the North Building at South Street ES, will provide sufficient program area to offset minor space deficiencies at the other elementary/middle schools. It also assumes that existing program space at the grade 9-12 level (Fitchburg HS and the Goodrich Academy) is adequate and that additions are not required there.
- **OPTION C – NEW CONSTRUCTION**
 - Option C – New Construction recommends that Longsjo MS be closed, a new 136,900 GSF grade PreK-8 school is constructed on the Crocker ES site, the existing Crocker ES is demolished, the North Building at South Street ES is demolished, a new 50,635 GSF grade 5-8 addition is constructed at South Street ES (on the site of the demolished North Building), and the other five (5) schools remain active and are renovated per the Base Repair scope described previously.



Loan Order
#005-18

Fitchburg Public Schools

Strategic Facilities Planning Study

I. INTRODUCTION
B. Narrative Summary

- This option assumes that the students displaced by the closing of Longsjo MS will be distributed equally between 1) the new PreK-8 school on the Crocker site, and 2) the new grade 5-8 addition built at South Street ES. Other variations of this option are possible, including the following:
 - Build a new PreK-8 school, on the Crocker site, to accommodate the combined student populations of Crocker ES and Longsjo MS.
 - Construct an addition at Memorial MS to accommodate half of the displaced Longsjo MS population, instead of building a grade 5-8 addition at South Street ES.
- For comparative purposes, order of magnitude costs were assigned to each option and were based on gross square footage and current 2015 cost estimating data. For purposes of this study, because it involves existing buildings with a high degree of complexity and unknown conditions, LPA assumed that a Chapter 149A Construction Manager at Risk construction delivery method will be utilized. Budget cost recommendations are for construction only and exclude other project costs (i.e. Designer and O&M fees, temporary swing space, escalation, legal fees, contingencies, furnishings/fixtures/equipment, technology/computer equipment, surveys, construction testing, printing, and other typical "soft" costs). Below is an order of magnitude cost summary for Options A-C.

OPTION A - BASE REPAIR ORDER OF MAGNITUDE COST RECOMMENDATIONS	
TOTAL OPTION A - ALL SCHOOLS	\$116,508,200 - \$137,690,200
OPTION B - ADDITION/RENOVATION ORDER OF MAGNITUDE COST RECOMMENDATIONS	
TOTAL OPTION B - ALL SCHOOLS	\$135,004,425 - \$157,354,200
OPTION C - NEW CONSTRUCTION ORDER OF MAGNITUDE COST RECOMMENDATIONS	
TOTAL OPTION C - ALL SCHOOLS	\$133,187,300 - \$149,720,400

Loan Order was sent to a final reading, adopted and ordered advertised by roll call vote of 10 in favor and 0 opposed. 10 members present. Board consists of 10 members. Loan Order signed by the Mayor February 8, 2018.

City of Fitchburg,

February 6, 2018

017-18. LOAN ORDER: That \$2,000,000.00 be appropriated to pay costs of rehabilitation, improvements, and making extraordinary repairs to school buildings, as outlined in the enclosed Loan Order.

Loan Order
#017-18

City of Fitchburg

FITCHBURG CITY CLERK

In City Council, 2018 FEB -1 PM 2:46

ORDERED-- That

\$2,000,000.00 is appropriated to pay costs of rehabilitation, improvements, and making extraordinary repairs to school buildings, and the payment of all other cost incidental and related thereto; that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Loan Order was sent to a first reading and ordered advertised under Suspension of the Rules by roll call vote of 10 in favor and 0 opposed. 10 members present. Board consists of 10 members.

Orders-Finance

ORDERS-FINANCE

The following Orders were referred to the Finance Committee:

- 018-18. ORDERED THAT: There be and hereby is transferred from within the sum of THIRTY THOUSAND AND 00/100 DOLLARS (\$30,000.00) same to be transferred from ASSESSOR, PERSONAL SERVICES, DEPARTMENT HEAD and credited to ASSESSOR EXPENSES, CONTRACTED SERVICES.
- 019-18. ORDERED THAT: The City of Fitchburg hereby approves the expenditure of funds from the U.S. Food and Drug Administration, Retail Standards Grant Program grant in the approximate amount of \$3,000.00 (THREE THOUSAND AND 00/100 DOLLARS) for the purpose of said grant, which is to continue to provide funding for staff to attend FDA trainings, workshops, and seminars to maintain food inspection standards.
- 020-18. ORDERED THAT: The City of Fitchburg hereby approves the expenditure of funds from the Commonwealth of Massachusetts, Executive Office of Public Safety and Security, Department of Fire Services grant in the approximate amount of \$5,407.00 (FIVE THOUSAND, FOUR HUNDRED SEVEN AND 00/100 DOLLARS) for the purpose of said grant, which is to continue to teach fire safety to children in elementary schools.
- 021-18. ORDERED THAT: That the City of Fitchburg hereby approves the expenditure of funds from the Commonwealth of Massachusetts, Executive Office of Public Safety and Security, Department of Fire Services grant in the approximate amount of \$2,813.00 (TWO THOUSAND, EIGHT HUNDRED THIRTEEN AND 00/100 DOLLARS) for the purposes of said grant, which is to teach senior citizens about the importance of fire safety and avoiding in particular cooking and electrical fires.
-

ORDER-OTHER

- 022-18. ORDERED THAT: The City Council does hereby affirm the vote taken on January 2, 2018 at its Organizational Meeting regarding Order 1-2018 Adopting Rules of the City Council for the year 2018 as detailed in the attached minutes of said meeting.

WARRANT FOR THE ORGANIZATIONAL MEETING OF THE CITY COUNCIL

Dear Councillor:

The Organizational Meeting of the 2018 City Council will be held on Tuesday, January 2, 2018 at 10:00 AM in the Kent Recital Hall in the Conlon Fine Arts Building at Fitchburg State University, 367 North Street, Fitchburg MA.

The Meeting has been called for the following purposes:

Administration of Oaths of Office to newly elected officials:

Mayor, City Council, School Committee;

Election of the Council President for the year 2018;

Election of the Council Vice President for the year 2018;

1 - 18 ORDER: Adopting Rules of the City Council for the year 2018;

2 - 18 ORDER: Setting dates of Regular Meetings of the City Council for the year 2018;

Drawing of names for seat assignment in the Council meeting area for the year 2018.

Per Order:

Anna M. Farrell

City Clerk

Clerk, City Council

The Organizational Meeting of the City Council was held in the Kent Recital Hall in the Conlon Fine Arts Building at Fitchburg State University and called to order by City Clerk Anna M. Farrell at 10:02 a.m. The Salute to the Flag was led by Councillor Kushmerek. The Clerk called the roll and ten (10) members were present. Board consists of ten members (with one vacancy). The Clerk read the Warrant for the Organizational Meeting.

Oaths of Office were administered by the City Clerk to Mayor Stephen DiNatale; City Councillors Paul Beauchemin, David Clark, Marcus DiNatale, Marisa Fleming, Amy Green, Joel Kaddy, Michael Kushmerek, Samantha Squailia, Elizabeth Walsh and Anthony Zarrella; School Committee members Peter Stephens, Jean LaBelle-Pierce and Rosemary Reynolds.

Nominations for Council President were declared open by the Clerk. The name of Councillor Michael Kushmerek was placed in nomination and seconded. There were no further nominations. Nominations were declared closed following unanimous roll call vote. A roll call vote of 10 in favor and 0 opposed resulted in the election of Councillor Michael Kushmerek as President of the City Council for the year 2018. President Kushmerek assumed the Chair for the remainder of the meeting.

Nominations for Council Vice President were declared open by President Kushmerek. The name of Councillor Amy Green was placed in nomination and seconded. There were no further nominations. Nominations were declared closed following unanimous roll call vote. A roll call vote of 10 in favor and 0 opposed resulted in the election of Councillor Amy Green as Vice President of the City Council for the year 2018.

The following Orders were received:

- 1 - 2018 ORDER: That the Rules of the City Council for 2017 are hereby adopted for 2018.

The following proposals for amendments to the 2017 rules for the year 2018 were read and voted as indicated:

Order-Other

Amendments proposed by Councillor Michael Kushmerek:

1. Amend Rule 29 to read "Seats in the Council chamber for the members thereof shall be determined by the President, and all yeas and nays shall be called in alphabetical order beginning with the Councillor who led the Pledge of Allegiance."

VOTE: By roll call vote of 9 in favor and 1 opposed (Squallia) the amendment was approved.

2. Add to the Rules: The use of mobile devices during Council meetings shall be prohibited unless allowed at the discretion of the President.

VOTE: By roll call vote of 10 in favor and 0 opposed the proposed amendment was further amended to read as follows: The use of mobile devices during Council meetings is permitted only for City Council business such as accessing the electronic meeting informational packet and otherwise at the discretion of the President.

By roll call vote of 9 in favor and 1 opposed (Squallia) the further amended version was approved.

3. Add to the Rules: All members of the City Council and City employees, serving in official capacity, shall dress in business attire during Council meetings, except in such instances where City employees are required to dress in uniform.

VOTE: By roll call vote of 8 in favor and 2 opposed (Clark, Squallia) the amendment was approved.

Amendments proposed by Councillor Samantha Squallia

Proposed changes are shown in **Bold** and Underlined. Proposed strikeouts are shown with a ~~strike out~~ and underlined.

4. Rule 4. The President shall declare all votes. If any member doubts the vote, the Chair, without further debate upon the question, shall require members voting in the affirmative and negative respectfully, to raise their hand ~~or~~ rise and stand until counted, and shall declare the result, but no such declaration shall be made unless a quorum of the Council has voted.

VOTE: By roll call vote of 10 in favor and 0 opposed the amendment was approved.

5. Rule 18. At every regular meeting of the Council, the order of business shall be as follows:

- a. 1. Public Forum. (Explanation follows Rule 31.)
- b. 2. A report of the committee on records.
- c. 3. Communications from the Mayor.
- d. 4. Communications and reports from the heads of departments.
- e. 5. Reports of committees.
- f. 6. Public hearings.
- g. 7. Motions, Orders, Resolutions.

h. 8. Ordinances.

i. 9. Presentation of petitions.

j. 10. Unfinished business and matters on the table.

k. 11. Announcements and Recognitions

VOTE: By roll call vote of 10 in favor and 0 opposed the amendment was approved.

6. Rule 20. (placed at end) Every Council member must be appointed to a committee, unless a request is made in writing to the President that he/she not be appointed to any committee.

VOTE: By roll call vote of 10 in favor and 0 opposed the amendment was approved.

7. Rule 24. Every order, ordinance, resolution and vote relative to the affairs of the city adopted or passed by the City Council shall be presented to the Mayor for his/her approval by the clerk, who shall enter upon the records of the City Council the date and time upon which it was presented. If he/she approves it, he/she shall sign it; if he/she disapproves it, he/she shall return it with his/her written objections, to the City Council, which shall enter the objections at large on its records and again consider it. If the City Council notwithstanding such disapproval of The Mayor, shall again pass such order, ordinance, Resolution or vote by ~~a~~ two thirds of all its members, It shall then be in force, but such vote shall not be taken For seven days after its return to the City Council. Every such order, ordinance, resolution and vote shall be in force if not returned by the Mayor within ten days after it has been presented to him/her. This section shall not apply to budgets submitted under section thirty two of Chapter 44, or to appropriations by a city council under section thirty three of said chapter.

VOTE: By roll call vote of 10 in favor and 0 opposed the amendment was approved.

8. Rule 29. Seats in the Council Chamber for the members thereof, shall be determined by lot, and all yea or nay votes shall be called in alphabetical order beginning with the councillor who led the pledge of allegiance. Seat adjustments may be made per discretion of the Council President.

VOTE: By roll call vote of 10 in favor and 0 opposed the amendment was given leave to withdraw.

9. Rule 31. PUBLIC FORUM: The purpose of the Public Forum is to include public participation in city government. The forum will begin at 7:00 p.m., or immediately after the meeting is called to order and shall last no longer than fifteen minutes. In order for a person to speak, he or she must first be recognized by the President Chair, state his or her name and speak only on matters appearing on the Council calendar or agenda at that meeting. He or she will be given two minutes to speak.

There shall be a Public Forum before all gatherings of the City Council and committees of the City Council. These

Order-Other

gatherings shall include all regular meetings, special meetings, hearings, informational sessions, or any other instance where a meeting is posted pursuant to the meeting law.

VOTE: By roll call vote of 9 in favor and 1 opposed (Squallia) the amendment was further amended to STRIKE the following proposed language: ~~There shall be a Public Forum before all gatherings of the City Council and committees of the City Council. These gatherings shall include all regular meetings, special meetings, hearings, informational sessions, or any other instance where a meeting is posted pursuant to the meeting law~~

and ADD the following language: At the discretion of the Chair the public may be provided with the opportunity to speak at all gatherings of the City Council and committees of the City Council.

By roll call vote of 10 in favor and 0 opposed the further amended version was approved.

2 - 2018

ORDER: Setting dates of Regular Meetings of the City Council for the year 2018. Until further notice, the following dates be fixed for the regular meetings of the City Council for the year 2018:

JANUARY	Thursday 4 th	and	Tuesday 16 th
FEBRUARY	Tuesday 6 th	and	Tuesday 20 th
MARCH	Tuesday 6 th	and	Tuesday 20 th
APRIL	Tuesday 3 rd	and	Tuesday 17 th
MAY	Tuesday 1 st	and	Tuesday 15 th
JUNE	Tuesday 5 th	and	Tuesday 19 th
JULY	Thursday 5 th	and	Tuesday 17 th
AUGUST	NO MEETINGS		
SEPTEMBER	Tuesday 4 th	and	Tuesday 18 th
OCTOBER	Tuesday 2 nd	and	Tuesday 16 th
NOVEMBER	Thursday 8 th	and	Tuesday 20 th
DECEMBER	Tuesday 4 th	and	Tuesday 18 th

Meetings are scheduled to begin at 7:00PM
Memorial Middle School Library
615 Rollstone Street, Fitchburg MA 01420

Motion to adopt the 2018 Schedule of City Council meeting dates passed by unanimous vote. 10 members present. Board consists of 10 members.

In accordance with the voted amendment to Rule #29, a drawing for seat assignment was not conducted.

Order-Other

The Council President made the following seat assignments and presented them to the City Clerk for distribution on January 3, 2018:

Seat #1 Councillor Beauchemin
Seat #2 Councillor Zarrella
Seat #3 Councillor Kaddy
Seat #4 Councillor Clark
Seat #5 Councillor Walsh
Seat #6 Councillor Squailia
Seat #7 Councillor Green
Seat #8 Councillor DiNatale
Seat #9 Councillor Fleming
Seat #10 Vacant

The Meeting adjourned at 10:46 a.m.

Anna M. Farrell, Clerk

Order was adopted under Suspension of the Rules by unanimous vote. 10 members present. Board consists of 11 members.
Order signed by the Mayor February 8, 2018.

Petitions

PETITIONS

The following Petition was referred to the Finance Committee:

- 023-18. Stephen Curry, Board of Health Director, to approve the attached Board of Health adopted fees for Food Services Establishments based on the risk level of the Food Establishments.

*The City of Fitchburg*

Health Department
166 Boulder Drive, Suite 108
Fitchburg, MA 01420
Tel: 978-829-1870
Fax: 978-829-1962

Board of Health
Ian Murray, Chairman
John Bogdasarian, M.D.
Sandra Knipe, R.N., B.S.N

STEPHEN D. CURRY
HEALTH DIRECTOR

TO THE HONORABLE CITY COUNCIL OF THE CITY OF FITCHBURG

Ladies and Gentlemen:

The undersigned Petition your Honorable Body to revise the regulatory food permit fee schedule to reasonably reflect the service time the Fitchburg Health Department dedicates to the administrative duties, plan approval, permitting and inspection of each food establishment.

On August 3, 2017, the Fitchburg Board of Health unanimously voted on amendments to our food permit regulatory fee schedule in accordance with M.G.L. Chapter 111, Section 31, M.G.L. Chapter 40, Section 22F, and M.G.L. Chapter 59, Section 20A.

All food permit fees and plan review fees are NON-REFUNDABLE

Annual Food Establishment:

- Risk Level 1:** \$50.00/Annually
*Plan review fee: \$25.00
- Risk Level 2:** \$100.00/Annually
*Plan review fee: \$50.00
- Risk Level 3:** \$200.00/Annually
*Plan review fee: \$100.00
- Risk Level 4:** \$250.00/Annually
*Plan review fee: \$150.00

*Plan review fees are a onetime service fee for the review of plans for new establishments.

Frozen Dessert License: Add \$25 for the review of monthly frozen dessert test results

Seasonal Food Establishments (operates six months or less per year):
½ the cost of the annual food permit

Mobile Food:

Sale of retail pre-packaged food only (i.e. pre-packaged ice cream): \$100/Annually

Food Service: \$200.00/Annually

Plan Review fee: \$100.00

Residential Kitchen:

Residential Kitchen for retail sale: \$100.00/Annually

Residential Kitchen for bed and breakfast: \$100/Annually

Plan Review fee: \$50.00

Temporary Food Establishment (up to 14 days):

\$45.00/One day

\$30.00 for each additional day up to 14 days

Additional Plan Review Fees:

Renovation of an existing permitted establishment: \$50.00

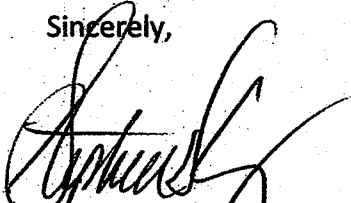
Change of ownership of an existing establishment: \$50.00

HACCP Plan Review: \$75.00


Annual permit renewal late fee: \$35.00 if the permit renewal application and payment is submitted after April 1

If you have any questions or concerns regarding the amendments to the Board of Health regulatory fee schedule, please contact Stephanie Holinko at the Fitchburg Health Department by e-mail to sholinko@fitchburgma.gov or at 978-829-1873.

Sincerely,



Stephen D. Curry
Health Director



Stephanie R. Holinko
Food Inspector

CC: File

Petitions

The following Petitions were referred to the Legislative Affairs Committee:

- 024-18. Stephen Curry, Board of Health Director, to amend that attached Petition #165-13 (Intermunicipal Agreement between municipalities participating in the Montachusett Public Health Network, 11 cities and towns, desiring to share key public health services and the costs associated with these services) to include language to add additional municipalities in the agreement.



Office of the

Board of Health

Municipal Offices

166 Boulder Drive, Suite 108

Fitchburg, MA 01420

978-829-1870

Inter-Municipal Agreement (IMA)

THIS AGREEMENT is entered into by and between the municipalities of: Athol, Clinton, Fitchburg, Gardner, Leominster, Phillipston, Princeton, Royalston, Sterling, Templeton and Westminster, Massachusetts, (hereinafter "Municipality" or "Municipalities").

WHEREAS, the Municipalities desire to share key public health services and costs of providing such services and have joined together to form the Montachusett Public Health Network (hereinafter the "MPHN"); and

WHEREAS, The Municipalities seek to initially join MAVEN and share the services of a Public Health Nurse; and

WHEREAS, the Municipalities desire to equitably, efficiently and consistently promote, protect and preserve the public health; and

WHEREAS, the Municipalities have obtained authorization for this joint undertaking pursuant to M.G.L. C.40, §4A by vote of their authorizing authority as attested to by certified copies thereof contained in Appendix A; In addition, the Boards of Health of each Municipality have recommended approval of this Agreement.

NOW, THEREFORE, the Municipalities, in mutual consideration of the covenants contained herein, intending to be legally bound thereby, agree under seal as follows:

1. Term. The term of this Agreement shall be four (4) years, commencing upon execution by the Municipalities a party to this Agreement. It shall renew automatically annually for up to a total term not to exceed twenty-five (25) years unless earlier terminated as set forth herein.

2. Montachusett Public Health Network. There shall be established a collaborative of the Municipalities to be known as the Montachusett Public Health Network, ("MPHN") for the purpose of jointly providing local public health services through a regional initiative preliminarily supported by the Multi-Year Massachusetts Department of Public Health District Incentive Grant Implementation Funds Award.
3. Governing Board. There shall be a governing board (the "Board") comprised of two representatives from each Municipality. Each Municipality shall have one vote on the Board. Any person may serve as a representative for more than one Municipality as long as such representative has notified each Municipality that he/she represents multiple Municipalities. Any representative acting for more than one Municipality must vote separately for each Municipality he/she represents and shall be considered for purposes of a quorum a separate voting member for each member Municipality represented. All representatives, except as hereinafter provided, shall be appointed by the Municipalities' respective Boards of Health. One representative shall be a full voting member of the Board whose term shall be as determined by the local Board of Health. The second representative shall be an associate member who shall sit on the Board as a full member and may vote only when the full member is not in attendance. The Board shall direct the establishment of policies, programs and procedures and shall annually approve a budget and fee schedule where appropriate. The Board may, in its discretion, appoint a representative from any entity contracted to provide public health services to attend the Board meetings as a non-voting member.

The Board may create and maintain rules and regulations that govern its operating procedures. Notwithstanding any provision of this Agreement, each Municipality shall maintain its local Board of Health, which shall retain its own legal authority and autonomy as provided by law.
4. Quorum. A majority of the voting members of the Board shall constitute a quorum for the purposes of transacting business. The Board may act by a simple majority of members present and voting unless otherwise provided herein.
5. Meetings. The Board shall meet as determined by the membership and may schedule additional meetings as necessary. An annual business meeting will take place in December. All meetings shall be posted in compliance with the Massachusetts Open Meeting Law M.G.L.c.30A, sections 18- 25.
6. Supermajority. A supermajority vote of two-thirds (2/3) of the voting members of the Board shall be required to approve an annual budget, fees for services provided by and between the Municipalities, all decisions or actions requiring the allocation of funds and a vote to permit an additional municipality to become a member of MPHN.

Petitions

7. Lead Agency. The City of Fitchburg ("Fitchburg") shall serve as the Lead Agency unless the Board votes, at its December meeting, to appoint another Member Municipality as Lead Agency or Fitchburg resigns as Lead Agency. The Lead Agency shall provide reasonable physical accommodations for MPHN operations as necessary, and shall hire and employ staff and shall perform all necessary fiscal and administrative functions necessary to provide the services contemplated under this Agreement all in compliance with the policies and procedures established by the Board. In addition, the Lead Agency shall have the following duties and authority:
- a. Apply for and manage grants subject to approval and acceptance by the Municipalities where required by law;
 - b. Enter into contracts for goods and services;
 - c. Maintain accurate and comprehensive records of services performed;
 - d. Maintain records of costs incurred and reimbursements and contributions received;
 - e. Maintain insurance as required by law;
 - f. Perform regular audits.
 - g. Prepare semi-annual financial statements and issuance of such statements to the Municipalities.
8. Assessments. The Municipalities may, as necessary, be charged an annual membership fee for the regional public health administrative and fiscal services provided by the Lead Agency, as determined by the Board. Such fee shall either be assessed equally among the Municipalities or apportioned by any method approved by the Board. Municipalities shall be charged the regional membership fee in July of the contract year, with payment due within 30 days of receipt.
9. Fee Structure. Annually, the Board shall develop and approve a public health services fee structure for contractual shared services. Each Municipality may choose to commit to purchase an available shared service annually and shall be assessed a fee for those services. In the alternative, Municipalities may choose to use an available service on an as needed basis and shall pay an hourly rate for those services provided and used. Any fees assessed to the Municipalities may be offset by grants or donations received on behalf of the Municipalities. Any fees collected by the Lead Agency for inspections or other services from the constituents of the Municipalities may be deposited into a revolving fund established by

the Lead Agency pursuant to M.G.L. c.44, section 53 E ½ and used to offset expenses of the MPH.N.

10. Other Municipal Services. This Agreement solely governs the sharing and delivery of public health services by and among the Municipalities through MPH.N. This Agreement applies only to those public health services statutorily and customarily rendered by local health departments under Massachusetts law. The Municipalities may, by amendment hereto, add or remove associated services to be delivered by the Department based solely on unanimous consent of the Municipalities as parties to this Agreement, but only after the passage of sixty (60) days following a request from the Board.
11. Employees. An employee of any one Municipality, which is a party to this Agreement, who performs services, pursuant to this Agreement on behalf of another Municipality, which is a party to this Agreement, shall be deemed to remain an employee of the employee's hiring Municipality and shall retain all accrued benefits and shall be subject to standard personnel practices of such Municipality.
12. Collective Bargaining Agreement Benefits. The MPH.N shall provide employees providing shared services with all benefits to which they are entitled under standard personnel practices and their respective collective bargaining agreement
13. Addition of New Member Municipalities. Upon the request of a municipality, who has received local approval and is not a party to this Agreement, to become a member of MPH.N, the Board shall meet at their next regularly scheduled meeting or at a meeting duly called by the Chairman of the Board, and shall vote as to whether to admit such municipality as a member of MPH.N. If the Board votes to admit, it shall authorize the Lead Agency to enter into an intermunicipal agreement with such municipality, which shall include all necessary and relevant terms of this Agreement as amended. In addition, such agreement shall provide that if the Lead Agency with which the agreement was executed shall resign or replaced by the Board, an amended agreement between the substitute Lead Agency and the new member municipality shall be entered into. At all times, such agreement shall comply with the provisions of Chapter 40, s.4A. Any such new member shall have all the rights and obligations of the existing members of MPH.N unless otherwise voted upon by the Board.
14. Indemnification. Each party to this Agreement shall be liable for the acts and omissions of its own employees and not for the employees of any other party in the performance of their obligations under this Agreement to the extent provided by the Massachusetts Tort Claims Act, M.G.L. c.258, except to the extent that such employees are acting upon the direction of another party, in which case the directing party shall be liable for the acts and omissions of those employees. By entering into this Agreement, none of the parties have waived any

Petitions

governmental immunity or limitation of damages which may be extended to them by operation of law. The Municipalities shall hold each other harmless from any and all claims related to employment or employee benefits, collectively bargained or otherwise, made by persons under their employ. Each party shall indemnify and hold harmless the other parties to this Agreement from and against any claim arising from or in connection with the performance of services provided pursuant to this Agreement, to the extent the indemnifier would otherwise be liable under a direct claim pursuant to M.G.L. c.258, including, without limitation, any claim of liability, loss, damages, costs and expenses for personal injury or damage to real or personal property by reason of any negligent act or omission or intentional misconduct.

15. Termination. Any Municipality, duly authorized, may withdraw from and terminate this Agreement upon the provision of at least one (1) year prior written notice to the other Municipalities, or may be terminated by a two-thirds vote of the voting members of the Board for non-payment of the annual membership fee. No such termination shall affect any obligations that may have arisen hereunder prior to such termination. The Municipalities shall equitably adjust any payments made or due relating to the unexpired portion of the Term following such termination. Upon such termination, each Municipality shall be solely responsible for the provision of public health services for the benefit of that Municipality. Upon such termination, the Lead Agency shall prepare full statements of outstanding unpaid financial obligations under this Agreement and present the same to the terminating Municipality for payment within thirty (30) days thereafter.
16. Financial Commitment. Any financial commitments of the Municipalities a party to this Agreement is subject to appropriation under their respective budgets and shall not exceed the amounts so validly appropriated.
17. Assignment. None of the Municipalities shall assign or transfer any of its rights or interests in or to this Agreement, or delegate any of its obligations hereunder, without the prior written consent of the other Municipalities.
18. Amendment. This Agreement may be amended only by a writing signed by all Municipalities duly authorized thereunto.
19. Severability. If any provision of this Agreement is held by a court of appropriate jurisdiction to be invalid, illegal or unenforceable, or if any such term is so held when applied to any particular circumstance, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement, or affect the application of such provision to any other circumstances, and the remaining provisions hereof shall not be affected and shall remain in full force and effect.

20. Waiver. The obligations and conditions set forth in this Agreement may be waived only by a writing signed by the Municipalities waiving such obligation or condition. Forbearance by a Municipality shall not be construed as a waiver, nor limit the remedies that would otherwise be available to that Municipality under this Agreement or applicable law. No waiver of any breach or default shall constitute or be deemed evidence of a waiver of any subsequent breach or default.
21. Governing Law. This Agreement shall be governed by, construed, and enforced in accordance with the laws of the Commonwealth of Massachusetts.
22. Headings. The paragraph headings herein are for convenience only, are no part of this Agreement and shall not affect the interpretation of this Agreement.
23. Notices. Any notice permitted or required hereunder to be given or served on any Municipality shall be in writing signed in the name of or on behalf of the Municipality giving or serving the same. Notice shall be deemed to have been received at the time of actual receipt of any hand delivery or three (3) business days after the date of any properly addressed notice sent by mail as set forth below:

City of:

_____(contact name)
_____(address)
_____(Tel and email)

City of:

_____(contact name)
_____(address)
_____(Tel and email)

Town of:

_____(contact name)
_____(address)
_____(Tel and e-mail)

Petitions

1. Complete Agreement. This Agreement constitutes the entire agreement between the Municipalities concerning the subject matter hereof, superseding all prior agreements and understandings. There are no other agreements or understandings between the Municipalities concerning the subject matter hereof. Each Municipality acknowledges that it has not relied on any representations by any other Municipality or by anyone acting or purporting to act for another Municipality or for whose actions the any other Municipality is responsible, other than the express, written representations set forth herein.

WITNESS OUR HANDS AND SEALS as of the first date written above.

CITY/TOWN OF:

By its Board of Selectmen/City Council

TOWN OF:

By its Board of Selectmen/ City Council

- 025-18. Stephen Curry, Board of Health Director, to approve the attached Intermunicipal Agreement between municipalities participating in the Montachusett Public Health Network desiring to share key public health services and costs associated with these services. This agreement will be utilized for new municipalities approval to participate.



Office of the
Board of Health

Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420
978-829-1870

Inter-Municipal Agreement (IMA)

THIS AGREEMENT is entered into between (Name of municipality) and the City of Fitchburg, Massachusetts in its capacity as Lead Agency of the Montachusett Public Health Network, (hereinafter "MPHN").

WHEREAS, the (Municipality) desires to share key public health services and costs of providing such services with the members of MPHN; and

WHEREAS, the Municipality desires to equitably, efficiently and consistently promote, protect and preserve the public health; and

WHEREAS, the Municipality has obtained authorization for this joint undertaking pursuant to M.G.L. C.40, §4A by vote of its authorizing authority as attested to by certified copies thereof contained in Appendix A; In addition, its Boards of Health has recommended approval of this Agreement.

NOW, THEREFORE, the Municipality, in mutual consideration of the covenants contained herein, intending to be legally bound thereby, agree under seal as follows:

1. Term. The term of this Agreement shall be four (4) years, commencing upon execution of this Agreement unless otherwise terminated as provided herein. It shall renew automatically annually for up to a total term not to exceed twenty-five (25) years unless earlier terminated as set forth herein.
2. Montachusett Public Health Network. (Municipality) shall become a member of MPHN for the purpose of jointly providing local public health services.
3. Governing Board. (Municipality) shall appoint two members to serve on the governing board of MPHN (the "Board"). Municipality shall have one vote on the Board. All of the

Petitions

Municipality's representatives, except as hereinafter provided, shall be appointed by the Municipality's Boards of Health. One representative shall be a full voting member of the Board whose term shall be as determined by the Municipalities local board of health. The second representative shall be an associate member who shall sit on the Board as a full member and may vote only when the full member is not in attendance. The Municipality shall maintain its local Board of Health, which shall retain its own legal authority and autonomy as provided by law.

4. Quorum. A majority of the voting members of the Board shall constitute a quorum for the purposes of transacting business. The Board may act by a simple majority of members present and voting unless otherwise provided herein.
5. Meetings. The Board shall meet as determined by the membership and may schedule additional meetings as necessary. An annual business meeting will take place in December. All meetings shall be posted in compliance with the Massachusetts Open Meeting Law M.G.L.c.30A, sections 18- 25.
6. Supermajority. A supermajority vote of two-thirds (2/3) of the voting members of the Board shall be required to approve an annual budget, fees for services provided by and between the Municipalities, all decisions or actions requiring the allocation of funds and a vote to permit an additional municipality to become a member of MPHNL.
7. Lead Agency. The City of Fitchburg ("Fitchburg") currently serves as the Lead Agency. The Board is permitted to vote, at its December meeting, to appoint another Member Municipality as Lead Agency or at another time if Fitchburg resigns as Lead Agency. Upon the appointment of a substitute Lead Agency, the Municipality hereby agrees to enter into an amendment to this Agreement substituting the newly appointed Lead Agency. Fitchburg, may unilaterally, upon no longer acting as the Lead Agency for MPHNL, terminate this Agreement upon thirty (30) days written notice to the Municipality.
8. Assessments. The Municipality agrees to pay an annual membership fee for the regional public health administrative and fiscal services provided by the Lead Agency, as assessed by the Board. Such fee shall either be assessed equally among the Municipalities or apportioned by any method approved by the Board. All Municipalities are charged a regional membership fee in July of the contract year, with payment due within 30 days of receipt.

9. Fee Structure. Annually, the Board develops and approves a public health services fee structure for contractual shared services. The Municipality may choose to commit to purchase an available shared service annually and shall be assessed a fee for those services. In the alternative, the Municipality may choose to use an available service on an as needed basis and shall pay an hourly rate for those services provided and used. Any fees assessed to the Municipality may be offset by grants or donations received on behalf of MPHNL and/or its Municipal Members. Any fees collected by the Lead Agency for inspections or other services from the constituents of the Member Municipalities may be deposited into a revolving fund established by the Lead Agency pursuant to M.G.L. c. 44, section 53 E ½ and used to offset expenses of the MPHNL.
10. Other Municipal Services. This Agreement solely governs the sharing and delivery of public health services by the Municipality, the existing MPHNL members and the Lead Agency. This Agreement applies only to those public health services statutorily and customarily rendered by local health departments under Massachusetts law. The Member Municipalities of MPHNL are authorized through intermunicipal agreements as amended, to add or remove associated services to be delivered based solely on unanimous consent of the Member Municipalities of MPHNL, but only after the passage of sixty (60) days following a request from the Board.
11. Employees. An employee of the Municipality, who performs services, pursuant to this Agreement on behalf of another Member Municipality, shall be deemed to remain an employee of the employee's hiring Municipality and shall retain all accrued benefits and shall be subject to standard personnel practices of such Municipality.
12. Collective Bargaining Agreement Benefits. The MPHNL shall provide employees providing shared services with all benefits to which they are entitled under standard personnel practices and their respective collective bargaining agreement.
13. Indemnification. Each party to this Agreement shall be liable for the acts and omissions of its own employees and not for the employees of any other party in the performance of their obligations under this Agreement to the extent provided by the Massachusetts Tort Claims Act, M.G.L. c. 258, except to the extent that such employees are acting upon the direction of another party, in which case the directing party shall be liable for the acts and omissions of those employees. By entering into this Agreement, none of the parties have waived any governmental immunity or limitation of damages which may be extended to them by operation of law. The MPHNL Member Municipalities shall hold each other harmless from any and all claims related to employment or employee benefits, collectively bargained or otherwise, made by persons under their employ. Each party shall indemnify and hold harmless the other parties to this Agreement from and against any claim arising from or in connection with the performance of services provided pursuant to this Agreement, to the extent the indemnifier would otherwise be liable under a direct claim pursuant to M.G.L.

Petitions

c.258, including, without limitation, any claim of liability, loss, damages, costs and expenses for personal injury or damage to real or personal property by reason of any negligent act or omission or intentional misconduct.

14. Termination. The Municipality, duly authorized, may withdraw from and terminate this Agreement upon the provision of at least one (1) year prior written notice to the Lead Agency, or its membership may be terminated by a two-thirds vote of the voting members of the Board for non-payment of the annual membership fee. No such termination shall affect any obligations that may have arisen hereunder prior to such termination. The Lead Agency shall equitably adjust any payments made or due relating to the unexpired portion of the Term following such termination. Upon such termination, the Municipality shall be solely responsible for the provision of public health services for its benefit. Upon such termination, the Lead Agency shall prepare a full statement of outstanding unpaid financial obligations under this Agreement and present the same to the terminating Municipality for payment within thirty (30) days thereafter.
15. Financial Commitment. Any financial commitments of the Municipality is subject to appropriation under its budgets and shall not exceed the amounts so validly appropriated.
16. Rules and Regulations of MPH.N. Municipality hereby agrees to abide by any rules, regulations as amended and adopted by the MPH.N and all other policies or procedures of MPH.N.
17. Assignment. None of the Parties herein shall assign or transfer any of their rights or interests in or to this Agreement, or delegate any of its obligations hereunder, without the prior written consent of the other Party.
18. Amendment. This Agreement may be amended only by a writing signed by all Parties duly authorized.
19. Severability. If any provision of this Agreement is held by a court of appropriate jurisdiction to be invalid, illegal or unenforceable, or if any such term is so held when applied to any particular circumstance, such invalidity, illegality or unenforceability shall not affect any other provision of this Agreement, or affect the application of such provision to any other circumstances, and the remaining provisions hereof shall not be affected and shall remain in full force and effect.
20. Waiver. The obligations and conditions set forth in this Agreement may be waived only by a writing signed by the Parties. Forbearance by a Party shall not be construed as a waiver, nor limit the remedies that would otherwise be available to that Party under this Agreement or

City of Fitchburg,

February 6, 2018

Petitions

applicable law. No waiver of any breach or default shall constitute or be deemed evidence of a waiver of any subsequent breach or default.

21. Governing Law. This Agreement shall be governed by, construed, and enforced in accordance with the laws of the Commonwealth of Massachusetts.

22. Headings. The paragraph headings herein are for convenience only, are no part of this Agreement and shall not affect the interpretation of this Agreement.

23. Notices. Any notice permitted or required hereunder to be given or served on any Party shall be in writing signed in the name of or on behalf of the Party giving or serving the same. Notice shall be deemed to have been received at the time of actual receipt of any hand delivery or three (3) business days after the date of any properly addressed notice sent by mail as set forth below:

City of/Town of:

(contact name)

(address)

(Telephone)

(email)

1. Complete Agreement. This Agreement constitutes the entire agreement between the Lead Agency and (Municipality) concerning the subject matter hereof, superseding all prior agreements and understandings. There are no other agreements or understandings between the Lead Agency and the (Municipality) concerning the subject matter hereof. The Municipality acknowledges that it has not relied on any representations by any other Municipality or by anyone acting or purporting to act for another Municipality or for whose actions the any other Municipality is responsible, other than the express, written representations set forth herein.

WITNESS OUR HANDS AND SEALS as of the first date written above.

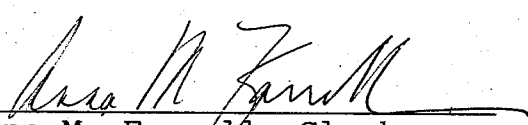
CITY/TOWN OF

By its Board of Selectmen/City Council

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026-18. Councillor Paul Beauchemin, to have the City of Fitchburg charge 5 cents per nip purchased at City package stores, with the proceeds to be donated to the DPW for equipment upgrades and other needs.

The meeting adjourned at 7:40 P.M.


Anna M. Farrell, Clerk